File #;

62-40-116395

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U.S. C. WILL SULLING COMMITTEE OF TO APPLICATION (GROS)

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into to 9/29/75, 880 may formered to Popt of Junity Let ded 9/20/75, listing certain documents & latter into Stalped with FDE. has we approval 6 for airling to consistent is originf memo an respective of manuals. They end for we rice a copy of memo bng Salivered to u w/cet of materials placed is bng delivered to SSC.

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(OUSTUDY/SENSTUDY "JUNE" ENCLOSURE I	PERMANENT	CHARGE	OUT	FURM
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RE - HOUSTUDY <u>62-116464-</u>
OR
SENSTUDY: <u>62-116395-1010</u>

NOTE: THIS IS A PERMANENT CHARGE OUT FOR A XEROX COPY/COPIES OF "JUNE" MAIL THAT WAS INCLUDED IN COPIES OF FBI DOCUMENTS

FURNISHED TO THE ATTORNEY GENERAL BY MEMO/LETTER

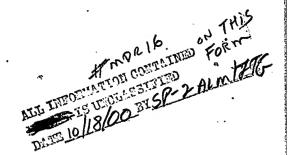
DATED /0-24-75 IN RESPONSE TO REQUEST(S) MADE BY EITHER

THE U. S. SENATE OR HOUSE SELECT COMMITTEES ON INTELLIGENCE.

THE COPY/COPIES OF THE "JUNE" MAIL DATED AS INDICATED BELOW HAS/HAVE BEEN REMOVED FROM THIS ENCLOSURE MATERIAL TO BE

FILED IN THE APPROPRIATE HOUSTUDY OR SENSTUDY "JUNE" FILE INDICATED ABOVE, LOCATED IN THE SPECIAL FILE ROOM OF THE RECORDS SECTION.

REMOVED BY: () and law DATE REMOVED: 9-28-76



Senate Select Committee Request Dated 9/29/75 Item 3

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Page 4

	EDERAL BUREAU OF TED STATES DEPART REPORT OF PERFORM	MENT OF JUSTICE	White my	
DATE 14.	ALDEN F. MILLER			
Name of Employee:				-
Where Assigned:	Atlanta			-
	(Division)	(Section, Unit	t)	
Official Position Title:	Special Agent	GS-13		- !
Rating Period: from	April 1, 1959	to March 31, 1	960	
ADJECTIVE RATING:	Excellent Outstanding, Excellent, S	Satisfactory, Unsatisfactory	Employee's Initials	This documen nation outsid your Commit nel without.
Rated by:	S. Kewse &	Supervisor	3/31/60	nt is prede your (the and the expr
HENRY G. ROWSE	JR.	Title Special Agent	Date	comi Comi the c
Reviewed by:	E. Tuleeko Signature	<u>in Charge</u> Title	3/31/60 : Date	t in nitte
C. E. WEEKS	on Prince	Arolista, ti Directo	APR 22 1960	resp nt n val
Rating Approved by:	Signature	Title	Date	onse to y Its use is vay not b of the F
· (6r.)	TYPE OF RE	A Company of the Comp	/3.	jour request simited to sinclosed
	Official C) Annual	() Administrative () 60-Day	- / · JU	to of j

PERFORMANCE RATING GUIDE FOR IVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185) .

Nan	ne of EmployeeALDEN F. MILLER	Title Special Agent, GS-13
		Rating Period: from 4/1/59 _{to} 3/31/60
N	RATING GUIDE AT	
Note	 Only those items having pertinent bearing on employee's performance Rate items as follows: Outstanding (exceeding excellent and deserving of special commendation Excellent. Satisfactory (good or very good). Unsatisfactory. No opportunity to appraise performance during rating period. 	e should be rated. All employees in same salary grade should be compared. n). .
Guid 1. 2.	de for determining adjective rating: "Outstanding" adjective rating requires (A) that all rated elements be "+" and reverse of Form FD-185. "Excellent," "Satisfactory" or "Unsatisfactory" adjective ratings will depend upon mechanical formulas; however, for an employee to be rated "Excellent" he mus	(B) that each and every rated element be factually justified by narrative detail on on the composite result of evaluating all rated elements rather than following any it not be rated unsatisfactory on any performance evaluation factors on the rating najority of such rating factors. Good judgment must be exercised to insure that ints.
	B. An "official" adjective rating of "Unsatisfactory" must comply with the requ	irements described on the reverse of form FD-185.
五五五	 (1) Personal appearance. (2) Personality and effectiveness of his personal contacts. (3) Attitude (including dependability, cooperativeness, loyalty, enthusiasm, amenability and willingness to equitably share work load). (4) Physical fitness (including health, energy, stamina). (5) Resourcefulness and ingenuity. 	(17) Firearms ability. (18) Development of informants and sources of information. (19) Reporting ability: (a) Investigative reports (b) Summary reports (c) Memos, letters, wires
世	(6) Forcefulness and aggressiveness as required. (7) Judgment, including common sense, ability to arrive at proper conclusions, ability to define objectives.	(Consider: + conciseness; + clarity; + organization; + thoroughness; + accuracy; + adequacy and pertinency of leads; - administrative detail.) (20) Performance as a witness.
士	(11) Industry, including energetic, consistent application to duties. (12) Productivity, including amount of acceptable work produced and rate of progress on or completion of assignments. Also consider adherence to deadlines unless failure to meet is	(21) Executive ability: (a) Leadership (b) Ability to handle personnel (c) Planning (d) Making decisions (e) Assignment of work (f) Training subordinates (g) Devising procedures (h) Emotional stability
工士	attributable to causes beyond employee's control. (13) Knowledge of duties, instructions, rules and regulations, including readiness of comprehension and "know how" of application. (14) Technical or mechanical skills. (15) Investigative ability and results:	(i) Promoting high morale (j) Getting results (22) Ability on raids and dangerous assignments: (a) As leader (b) As participant
+	(a) Internal security cases (b) Criminal or general investigative cases (c) Fugitive cases (d) Applicant cases (e) Accounting cases (16) Physical surveillance ability.	(23) Organizational interest, such as making of suggestions for improvement. (24) Ability to work under pressure. (25) Miscellaneous. Specify and rate: Dictation ability
Α.		s security, criminal, applicant squad, or as Resident Agent, supervisor, instruc-
	tor, etc.): Security	
B.	Specify employee's most noteworthy special talents (such as investigator, des Investigator	sk man, research, instructor, speaker):
C.	(1) Is employee available for general assignment wherever needs of service (2) Is employee available for special assignment wherever needs of service (2)	require: Yes (If answer is not "yes," explain in narrative comments.) require: Yes (If answer is not "yes," explain in narrative comments.)
	narrative comments.)	2. Has employed used more sick leave (including annual leave or LWOP uring such period? (If answer to either question is "Yes," explain in
E.	Is employee qualified to operate a motor vehicle incidental to his official dut If answer is "yes," personnel file must reflect the following: (a) Has physically fit to drive. (c) Past safe driving record OK or has passed by	Sureau road test.
	ADJECTIVE RATING: Excellent Outstanding, Excellent, Satisfactory, Unst	atisfactory EMPLOYEE'S INITIALS 12.4m

Atlanta, Georgia March 31, 1960

ALDEN F. MILLER SPECIAL AGENT

PART I GENERAL COMMENTS

SA MILLER is a tall, heavily-built agent. He presents a neat, conservative, mature appearance. He has a quiet, good-natured personality, and is very popular among fellow employees.

During this rating period he has been assigned primarily to matters involving the Communist Party, espionage, satellite nations and related matters. He administers his work well. His reports are thorough and reveal a thorough knowledge of his subject.

SA MILLER requires little or no supervision. He has the ability to handle any type complicated case, and I would not hesitate to use him on any dangerous assignment.

He has no known limitations on his physical condition or availability that would affect his performance as an agent.

SA MILLER is the liaison agent with all local military intelligence agencies. He does an excellent liaison job and is highly respected by the local intelligence agencies.

Minitials Initials

HGR:hs

PART II SPECIFIC COMMENTS

1. Justification for Any Minus Ratings Given

NA

2. Experience and Ability as Inspector's Aide

NA

3. Participation in Informant Programs

SA MILLER coordinates the security informant program in the . Atlanta Office. He has excellent ability in handling highly confidential sources, is alert and has an excellent attitude toward this program. SA MILLER handles the security informant program in a very satisfactory manner.

4. Testifying Experience and Ability

Because of the nature of his assignments during this rating period \$A MILLER has not had the opportunity to testify. He has had considerable experience in testifying in the past.

5. Disciplinary Action

NA

6. Accounting Information

NA

7. Police Instruction SA MILLER is a qualified general police instructor. He is assigned primarily to security and sound work and for that reason has not been used as a police instructor during this rating period.

8. Sound Training
In November, 1959, SA MILLER was afforded a refresher course in the latest techniques and equipment relating to sound work and locks. He performs monthly maintenance checks on the equipment in the Atlanta Office and other highly confidential assignments.

Employee's initials - 1 = memo / 5 = 5 + C, 5 7 7 - 60 - 70 (11-4)

9.	Resident Agents	
	NA	
10.	Foreign Language Ability	
	NA	
11.	Administrative Advancement	
	(a) interested in: Yes No X	
	(b) completely available for: Yes No	
	(c) considered completely qualified at present for administrative advancement, including experience, ability, personality and appearance: Yes No	
	(d) his qualifications are: very good, excellent, outstanding	
	(e) he has potential for future administrative advancement: Yes No	
:		

FD-185 (Rev. 6-20-57) FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF REPORT OF PERFORMANCE RATING ALDEN F. MILLER Name of Employee: Atlanta Where Assigned: (Division) (Section, Unit) Special Agent GS-13 Official Position Title: April 1, 1961 March 31, 1962 Rating Period: from . Employee's Satisfactory ADJECTIVE RATING:_ Outstanding, Excellent, Satisfactory, Unsatisfactory 3/31/62 Supervisor Rated by: Title Date HENRY G.ROWSE E. Inc mak Special Agent in Charge 3/31/62 Reviewed by: Date JAMES E. MCMAHON MAY 7 196 Additiont Director Rating Approved b Title Date TYPE OF REPORT X) Official) Administrative (X) Annual 60-Day 90-Day) Transfer () Separation from Service () Special DocId:32989533

PERFORMANCE RATING GUIJE FOR INVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185)

		ATDEN	יי,	MILLER	Change rating room 10.12-1007
Name of 1	Employee	MINIM	T. •	HITTITITI	Title Special Agent; GS-13
			.		Rating Period: from 4/1/61 to 3/31/62
Nī C	Nada alaa a Ma	1	•		IDE AND CHECK-LIST
	only those ite Rate items as f		inent l	earing on employee's perfo	ormance should be rated. All employees in same salary grade should be compared.
	Outstanding (e:		nt and	deserving of special commo	endation).
	Excellent.	ood or very good	d١		·
(Insatisfactory.		-		
_O_1	lo opportunity	to appraise per	forma	nce during rating period.	
	-	djective rating:			
	landing" adject e of Form FD-1		res (A)	that all rated elements be "-	+" and (B) that each and every rated element be factually justified by narrative detail on
2. "Excel mecha guide adject A. A	lent," "Satisfa- inical formulas and check-list ive rating is rea ny element rat	ctory" or "Unsati ; however, for ar and must be ra asonable in the li ed "Unsatisfacto	n emploted "E ight of ry" mu	byee to be rated "Excellent" excellent" or "Outstanding" of elements rated, est be supported by narrative	pend upon the composite result of evaluating all rated elements rather than following any he must not be rated unsatisfactory on any performance evaluation factors on the rating on the majority of such rating factors. Good judgment must be exercised to insure that comments. the requirements described on the reverse of form FD-185.
7					
告!	1) Personal a	ppearance.		t	(17) Firearms ability.
工	2) rersonality 3) Anima (:-	and effectivene	ss of h	is personal contacts. cooperativeness, loyalty,	(18) Development of informants and sources of information. (19) Reporting ability:
7	enthusia	sm, amenability	and w	illingness to equitably share	
E.	work loa	ad).			(b) Summary reports
				energy, stamina).	(c) Memos, letters, wires
		lness and ingen			(Consider: 1 conciseness; 1 clarity; 1 organization;
		ss and aggressive		is required. se, ability to arrive at prope	thoroughness;accuracy;adequacy and perti-
		ons, ability to de			itelity of leads, 4 administrative detail.)
1 (priate action on own	(20) Performance as a witness.
i	responsi	bility.			(21) Executive ability: (a) Leadership
		bility and its ap			(b) Ability to handle personnel
		and attention to			(c) Planning
				sistent application to duties	
<u></u>	2) Productivit	ty, including am	ount o	of acceptable work produced epletion of assignments. Also	(f) Training autonominates
				nes unless failure to meet is	(g) Devising procedures
E	attributa	ble to causes be	yond .	employee's control.	(i) Provided high months
<u> </u>				s, rules and regulations, in	(i) Getting results
			mpreh	ension and "know how" o	(22) Ability on raids and dangerous assignments:
+ 0	applicati 4) Technical	on. or mechanical si	bille		(a) As leader
三	5) Investigati	ve ability and re	sults:		(a) Osmistis distant and a solin of supplies for
·	(a) Inte	ernal security cas	ses		(23) Organizational interest, such as making of suggestions for improvement.
_	(b) Cri	minal or general	linves	tigative cases	(24) Ability to work under pressure.
-	(c) Fug	gitive cases			(25) Miscellaneous. Specify and rate:
	(d) Ap	plicant cases			Dictation ability
+ 1	(e) Acc	counting cases urveillance abilit		•	
				ring most of rating period ((such as security, criminal, applicant squad, or as Resident Agent, supervisor, instruc-
	tor, etc.): '		en du		Court as security, erannan appreciate squade or as resident region supervisor, mounte
-		urity			
B. Speci		most noteworth		ial talents (such as investiga	ator, desk man, research, instructor, speaker):
C (1) I	e amplacaa au	milabla for gana	ral acc	imment wherever needs of	service require. YesIf answer is not "yes," explain in narrative comments.)
(2) I	s employee av	ailable for speci	al assi	gnment wherever needs of s	service require? Yes! answer is not "yes," explain in narrative comments.)
for i	illness) during ative commen	g rating period ts.)	than	the amount of sick leave ea	eriod? No. 2. Has employee used more sick leave (including annual leave or LWOP arned during such period? No. (If answer to either question is "Yes," explain in
E. Is en	If answer is	"ves," personnel	l file r	vehicle incidental to his offi nust reflect the following: (driving record OK or has p	icial duties. X Yes No (a) Has valid State or local operator's license for type vehicle he is to use. (b) Is passed Bureau road test.
	*******	. Sa	tis	factory	EMPLOYEE'S INITIALS Of COMME
ADJ	ECTIVE RA	TING: Da)utstar	factory ding, Excellent, Satisfactor	ry, Unsatisfactory

NW 55076 DocId:32989533 Page 11

2

4. Testifying Experience and Ability

SA MILLER is a security Agent and his assignments do not lend themselves to testifying. He has had considerable testifying experience in the past.

5. Disciplinary Action

On February 27, 1962, the Director censured SA MILLER and placed him on probation, as he shared in the responsibility for the failure to furnish the Birmingham Division complete information and clear instructions in a teletype sent to that office.

Consideration has been given to the above in the overall rating and also Items #7, 8 and 10 on the rating guide and checkoff list are affected by this action.

6. Accounting Information

NA

7. Police Instruction

SA MILLER is a qualified general police instructor. Inasmuch as he is assigned primarily to security and sound work, he has not been used as a police instructor during this rating period.

8. Sound Training

SA MILLER is competent and proficient to handle any sound matters and techniques that are necessary to perform with Bureau equipment assigned to this office. He has not been called upon to make any actual installation of Mic-Tel or Tesurs during this rating period. He discusses some technical equipment at firearms and all equipment at annual Agent technical conferences, and makes a very good presentation.

SA MILLER makes regular telephone and microphone surveys in Headquarters Office as well as Resident Agencies, and has excellent contacts with the Telephone Company.

Atlanta, Georgia March 31, 1962

ALDEN F. MILLER Special Agent

PART I GENERAL COMMENTS

SA MILLER is a tall, well built Agent. He has a good natured personality and is popular among his fellow employees. He continues to be assigned to Headquarters City and handles a considerable volume of work and clearly manifests a thorough and detailed knowledge of security work. He is forceful, aggressive, conscientious, hardworking and thoroughly dependable. He is capable of handling complicated investigative matters and fully qualified to participate in raids and dangerous assignments. During this rating period he has handled primarily security—type cases involving the Communist Party, espionage, satellite nations and related matters. He has no known limitations on his physical condition and is completely available. He continues to be liaison Agent with all local military intelligence agencies and is very popular.

SA MILLER has been interested in the Bureau's applicant program and has been responsible for recruiting applicants who have entered on duty at the SOG.

On February 5, 1962, the Bureau commented SA MILLER did an excellent job of reporting information which will be of significant value to CIA and State Department representatives, stating his memorandum was well written and indicated a proper grasp of intelligence needs in a case which did not involve espionage or subversive aspects.

PART II SPECIFIC COMMENTS

- 1. Justification for Any Minus Ratings Given
 NA
- 2. Experience and Ability as Inspector's Aide
 NA
- 3. Participation in Informant Programs

SA MILLER for several years has coordinated the security informant program in the Atlanta Office, and is rated as very satisfactory.

- 9. Resident Agents
 NA
- 10. Foreign Language Ability
 NA
- 11. Administrative Advancement
 - (a) Interested in: No.

DEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

REPORT OF PERFORMANCE RATING

		F	MORIB
Name of Employee:	ALDEN F. MILLER	ALL INTORMATION OF THE STATE OF	SEL ALMITE
. Where Assigned:	Atlanta		
	(Division)	(Section, Unit)	
Official Position Title:	Special Agent	GS-13	ne
Rating Period: from	February 27, 196	62 to May 28, 1962	nn Committee of without the
ADJECTIVE RATING:		Satisfactory, Unsatisfactory	Employees content
Rated by:	Signature	Supervisor	of the 5/28/62
NRY G. ROWSE, JR. C	McMohn	Title Special Agent in Charge	Date BI . 5/28/62
MES E MCMAHON	Signature	Title	Date 2
Rating Approved by:	Allahan- Signature	Assistant: Director Title	JUN 5 1962
() () () () () () () () () () () () () (TYPE OF REP Official () Annual	(X) Administrative () 60-Day () Transfer () Separation from Se (X) Special	Ş

PLAFORMANCE RATING GL. E FOR NVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185)

Name of EmployeeALDEN F. MILLER	Title Special Agent, GS-13
	Rating Period: from 2/27/6@5/28/62
RATING GUIDE ANI	D CHECK-LIST
Note: Only those items having pertinent bearing on employee's performance of Rate items as follows:	should be rated. All employees in same salary grade should be compared. 3) that each and every rated element be factually justified by narrative detail on the composite result of evaluating all rated elements rather than following any not be rated unsatisfactory on any performance evaluation factors on the rating
adjective rating is reasonable in the light of elements rated. A. Any <u>element</u> rated "Unsatisfactory" must be supported by narrative comment B. An "official" adjective rating of "Unsatisfactory" must comply with the requir	is. ements described on the reverse of form FD-185.
(1) Personal appearance. (2) Personality and effectiveness of his personal contacts. (3) Attitude (including dependability, cooperativeness, loyalty, enthusiasm, amenability and willingness to equitably share work load). (4) Physical fitness (including health, energy, stamina). (5) Resourcefulness and ingenuity. (6) Forcefulness and aggressiveness as required. (7) Judgment, including common sense, ability to arrive at proper conclusions, ability to define objectives. (8) Initiative and the taking of appropriate action on own responsibility. (9) Planning ability and its application to the work. (10) Accuracy and attention to pertinent detail. (11) Industry, including energetic, consistent application to duties. (12) Productivity, including amount of acceptable work produced and rate of progress on or completion of assignments. Also consider adherence to deadlines unless failure to meet is attributable to causes beyond employee's control. (13) Knowledge of duties, instructions, rules and regulations, including readiness of comprehension and "know how" of application. (14) Technical or mechanical skills. (15) Investigative ability and results: (a) Internal security cases (b) Criminal or general investigative cases (c) Fugitive cases (d) Applicant cases (e) Accounting cases (16) Physical surveillance ability. A. Specify general nature of assignment during most of rating period (such as a surveillance ability).	(17) Firearms ability. (18) Development of informants and sources of information. (19) Reporting ability: (a) Investigative reports (b) Summary reports (c) Memos, letters, wires (Consider: conciseness; clarity; granization; dethoroughness; accuracy; adequacy and pertinency of leads; administrative detail.) (20) Performance as a witness. (21) Executive ability: (a) Leadership (b) Ability to handle personnel (c) Planning (d) Making decisions (e) Assignment of work (f) Training subordinates (g) Devising procedures (h) Emotional stability (i) Promoting high morale (j) Getting results (22) Ability on raids and dangerous assignments: (a) As leader (b) As participant (23) Organizational interest, such as making of suggestions for improvement. (24) Ability to work under pressure. (25) Miscellaneous. Specify and rate: Dictation ability
· tor, etc.): Security	, pr
B. Specify employee's most noteworthy special talents (such as investigator, desk Investigator	
 C. (1) Is employee available for general assignment wherever needs of service re (2) Is employee available for special assignment wherever needs of service re 	quire? Yes(If answer is not "yes," explain in narrative comments.)
narrative comments.)	ring such period? NO (If answer to either question is "Yes," explain in
E. Is employee qualified to operate a motor vehicle incidental to his official dutic If answer is "yes," personnel file must reflect the following: (a) Has physically fit to drive. (c) Past safe driving record OK or has passed Bu	valid State of local operator's accuse for type venicle he is to use. (b)
ADJECTIVE RATING: Excellent Outstanding, Excellent, Satisfactory, Unsat	isfactory EMPLOYEE'S INITIALS

Atlanta, Georgia May 28, 1962

ALDEN F. MILLER Special Agent

PART I GENERAL COMMENTS

SA MILLER is tall and well built. He presents an excellent appearance and has a friendly, good-natured personality. During this rating period, SA MILLER has spent considerable time working on bank robbery, Special Inquiry and Security of Government Employees cases, as well as handling several controversial Election Law cases in rural Georgia counties. He is a very capable Agent and consistently handles the more complicated investigative matters in the security field. He has also participated in the applicant program, all of which has been handled in a very satisfactory manner. He has an excellent attitude toward his assignments. His paper work is well prepared and requires little supervision. He has no known physical limitations or limitations on his availability which would affect his performance as an Agent. He is fully qualified to participate in raids and dangerous assignments and certainly capable of handling the more complicated Bureau investigative matters.

On May 14, 1962, the Director, through the Special Agent in Charge, commended SA MILLER in carrying out his individual responsibilities with a great deal of diligence and enthusiasm in achieving a zero delinquency for the month of April, 1962.

PART II SPECIFIC COMMENTS

1. Justification for Any Minus Ratings Given

NA

(itm/ Employee's Initials

HGR:hs

3

2. Experience and Ability as Inspector's Aide

3. Participation in Informant Programs

SA MILLER for several years has coordinated the security informant program in the Atlanta Office, and is rated as very satisfactory.

4. Testifying Experience and Ability

SA MILLER is a security agent and his assignments do not lend themselves to testifying. He has had considerable testifying experience in the past.

5. Disciplinary Action

NA

6. Accounting Information

NA

7. Police Instruction

SA MILLER is a qualified general police instructor. He has not been used as a police instructor during this rating period.

8. Sound Training

SA MILLER has demonstrated all the technical equipment recently during the Annual Agents Technical Conference. He is competent and proficient to handle any sound matters and techniques that are necessary to perform with Bureau equipment assigned to this office. He makes regular telephone and microphone surveys in Headquarters City, as well as in Resident Agencies and maintains excellent contacts with the Telephone Company.

He has not been called upon to make any actual installation of Mic-Tel or Tesurs during this rating period.

Oton	
Employee's	Initials

He discusses technical equipment at regularly scheduled firearms and makes a very good presentation.

9. Resident Agents
NA

NA

- 10. Foreign Language Ability
- 11. Administrative Advancement
 (a) Interested in: No.

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FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

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IN 08 1500	O By		
William 1918			

TO 18 100 TAX 28 9 P	REPORT OF PERFO	DRMANCE RATING	·
Name of Employee:			
Name of Employee:	ALDEN F. MILLER	?	
Whom Animad	. Atlanta		
Where Assigned	(Division)	(Section,	Unit)
Official Position	Title: Special Agent	GS-13 ·	n
Rating Period: fro	. Mar 23 1062	toAugust]	14, 1962 with
ÀDJECTIVE RATIN		ent, Satisfactory, Unsatisfactory	Employeess Initials
	1.0	Corr	ul of
Rated by:	1824 I Kure h	Supervisor	8/14/62 8
HENRY G ROWS Reviewed by Ame	E. FR. Mc Mahon	Special Agent in Charge	Date B 8/14/62
JAMES E MAMA	Signature	Title	Date AUG 2.9 1962
Rating Approved by:	Signature	Assistant Director Title	1100 20 1302
		Title	
	TYPE OF	and a	
	() Official () Annual	. (X) Administrative () 60-Day	
	REC-	() 90-Day	
-	and the	140 () Separation for	

(X) Special

PL PRMANCE RATING GL. FOR INVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185)

Title Special Agent, GS-13			MILLER	F.	ALDEN	of Employee	Name o
Title							
		RATING GUIDE		-	***		
mployees in same salary grade should be compared.	ance shoul	employee's performa	at bearing on er	pertine	ems having	Only those in	Vote:
	ation).	of special commenda	and deserving of	cellent		Rate items as	+
·	ation).	or special commenda	and deserving or	.enem.	exceeding exc	Excellent.	Ė
				good).	ood or very	_ Satisfactory (
						_ Unsatisfactor	
•		ating period.	mance during ra	perior	y to appraise	_ No opportuni	
						or determining	
ited element be factually justified by narrative detail on	and (B) that	a elements be "+" a	(A) that all rated	quires	ctive rating re	itstanding" adje	. "Out
f evaluating all rated elements rather than following any ory on any performance evaluation factors on the rating ctors. Good judgment must be exercised to insure that e reverse of form FD-185.	must not be he majority nments.	ated "Excellent" he made of the control of the cont	nployee to be rat "Excellent" or " t of elements rate must be support	or an er e rated he light actory"	actory" or "Ui s; however, fo t and must be asonable in t ted "Unsatisf	chanical formula de and check-lis ective rating is r . Any element ra	e "Exc mec guid adje A.
							
ns ability.	_8				ppearance.	(1) Personal	_
pment of informants and sources of information.			of his personal co				=
ing ability:	-7	ness, loyalty,	lity, cooperativen	endabi	ncluding der	(3) Attitude	
Investigative reports		equitably share	d willingness to	lity and			
Summary reports			lat.	d 1		work le	<i>j</i> ='
Memos, letters, wires		mina).	alth, energy, stan	ing nea	tness (includ	(4) Physical	I
nsider:conciseness;clarity;forganization;						(5) Resource	-
thoroughness; <u>Haccuracy</u> ; <u>Hadequacy</u> and perti-		•	ss as required.				
cy of leads; daministrative detail.)		arrive at proper					
nance as a witness.	_				ions, ability t		=
ive ability:		on own	propriate action	g of ap			
Leadership	_				-	respon	L
Ability to handle personnel		ork.	cation to the wor	s applie	ability and it	(9) Planning	
Planning						(10) Accuracy	
Making decisions		ication to duties.	consistent applic	ergetic,	including end	(11) Industry,	E_
Assignment of work		work produced					
Training subordinates		ssignments. Also	completion of as	on or	e of progress	` and ra	
Devising procedures		failure to meet is	adlines unless fa	e to de	er adherenc	consid	
Emotional stability Promoting high morale		control.	nd employee's co	s beyo	able to cause	attribu	-
Getting results		l regulations, in-	tions, rules and	instruc	ge of duties,	(13) Knowled	
on raids and dangerous assignments:	- 1	"know how" of	rehension and "	f comp	readiness o	cluding	
As leader	علي				tion.	applica	r.
As participant			S.	cal skill	or mechanic	(14) Technica	T_
izational interest, such as making of suggestions for			its:	id resul	ive ability ar	(15) Investiga	E
	_				ternal securit		
to work under pressure		es	vestigative cases				
ovement. to work under pressure. laneous. Specify and rate:	_				gitive cases	(c) F	
Dictation ability	-				pplicant cases	(d) A	
Dictation ability				ee	counting cas	(c) (e) A	•
				ability.	surveillance	(16) Physical	—
icant squad, or as Resident Agent, supervisor, instruc-	oh as saaur	f rating period (such	dualna mont of				
can squad, or to resident 18-m superior, many		i rating period (suct	during most of			tor, etc.):	1. Sp
					ecurit		_
tor, speaker):			,01.	<i>lga</i> i	nvesu	J	
er is not "yes," explain in narrative comments.) r is not "yes," explain in narrative comments.)	vice requir	nerever needs of serv erever needs of servi	assignment whe	general special	vailable for) Is employee 2) Is employee	C. (1)
used more sick leave (including annual leave or LWOl	ed during	during rating period of sick leave earne	k leave record d	mal sic criod th	had an abnor ng rating pe nts.)	. Has employee or illness) dur arrative commo	D. 1. fo
o perator's license for type vehicle he is to use. (b) Is		idental to his official the following: (a) ord OK or has passe					E. Is
Odm 1			+allant	Trea			
PLOYEE'S INITIALS					ATING:	DIFCTIVE R	Δ1
	Unsatisfac	llent, Satisfactory, U	standing, Excell	Out		water reals R	W
,	Unsatisfac	llent, Satisfactory, U	standing, Excell		\TING:	DJECTIVE R	Al

Atlanta, Georgia August 14, 1962

ALDEN F. MILLER Special Agent

PART I GENERAL COMMENTS

SA ALDEN F. MILLER is a tall, well built Agent making an excellent personal appearance. He is friendly and goodnatured, and has a pleasing personality. During the rating period, SA MILLER has been assigned primarily to the investigation of complicated Internal Security cases. He has also spent considerable time on working controversial Civil Rights and Election Law matters, and Security of Government Employees cases. He is continually striving to develop informant coverage in the security field, and he has participated in the Bureau applicant program. He has handled all of his assignments in a very commendable manner. SA MILLER's attitude towards his assignments is outstanding. He is forcible and aggressive in connection with his investigative work, and his paper work requires little or no supervision. He has no known physical limitations, and is completely available for special and general assignments. He is fully qualified to participate in raids and dangerous assignments, and capable of handling the most complicated Bureau investigative matters.

The Director commended SA MILLER through the Special Agent in Charge for his individual responsibilities and devotion to duty, which helped the Atlanta Office achieve zero delinquency for the months of May, June, and July 1962. The Director personally commended SA MILLER by letter dated August 1, 1962, for his high degree of skill, alertness and thoroughness in discharging his responsibilities in connection with the recent racial matter of interest to the Bureau.

PART II SPECIFIC COMMENTS

1. Justification for Any Minus Ratings Given

NA

(in Employee's Initials

HGR:mel

2. Experience and Ability as Inspector's Aide

NA

3. Participation in Informant Program

SA MILLER coordinates the Security Informant Program in the Atlanta Office. He also has several individual informants under development, and his participation in this program is very satisfactory.

4. Testifying Experience and Ability

SA MILLER's particular assignment does not result in testifying in court. However, he has testified in the past a number of times.

5. Disciplinary Action

SA MILLER was on probation throughout the rating period, which was occasioned as a result of his responsibility for the failure to furnish another office complete information in a teletype sent to that office. He has not received any disciplinary action during the rating period.

6. Accounting Information

NA

7. Police Instruction

SA MILLER is a qualified general police instructor, but he has not been used as a police instructor during the rating period because of his probationary status. His presentation at the Annual Agents Technical Conference was audited, and he is considered to be an excellent police instructor.

8. Sound Training

SA MILLER has received sound training at the Bureau, and recently demonstrated all the technical equipment at an Agents Technical Conference. He is competent to handle

/k/w/ Employee's Initials sound matters, and has complete knowledge of the techniques that are necessary to perform with the Bureau equipment assigned to the Atlanta Division. SA MILLER also makes telephone and microphone surveys in Headquarters City and all Resident Agencies. He is in constant contact with the telephone company, and handles this liaison in an excellent manner.

He has not been called upon to make any actual installation of Mic-Tel or Tesurs during this rating period.

9. Resident Agents

NA

10. Foreign Language Ability

NA

11. Administrative Advancement

(a) Interested in: No.

ann	
Employee's	Initials

	DERAL BUREAU OF INVESTIGATION ITED STATES DEPARTMENT OF JUSTICE	•
Str. 1	REPORT OF PERFORMANCE RATING	ı
USE 1018/00 BY SP 2 Name of Employee:	ALDEN F. MILLER	
Where Assigned:	Atlanta (Section, Unit)	
Official Position Title:	Special Agent GS-13	
Rating Period: from	April 1, 1962 to March 31, 1963	nel without
ADJECTIVE RATING:	Satisfactory Emplo Initi	the express app
Rated by: HENRY G. ROWSE, Reviewed by: JAMES E. McMAHON	Supervisor 3/31/63 Signature Special Agent in Charge 3/31/63 Signature Title Date Date Date Date Date Date	coval of the FBI
Rating Approved by:	Signature Title MAY Date	sclosed to unan

PE. FORMANCE RATING GUIL PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185)

Nan	ne of Employee ALDEN F. MILLER	Title Special Agent, GS-13
		Rating Period: from 4/1/62 to 3/31/63
Note	Kate items as follows: Outstanding (exceeding excellent and deserving of special commendation) Excellent.	ND CHECK-LIST e should be rated. All employees in same salary grade should be compared.
=	 Satisfactory (good or very good). Unsatisfactory. No opportunity to appraise performance during rating period. 	
1. 2.	de for determining adjective rating: "Outstanding" adjective rating requires (A) that all rated elements be "+" and reverse of Form FD-185. "Excellent," "Satisfactory" or "Unsatisfactory" adjective ratings will depend up mechanical formulas; however, for an employee to be rated "Excellent" he mus	(B) that <u>each and every</u> rated element be <u>factually</u> justified by narrative detail on on the composite result of evaluating all rated elements rather than following any st not be rated unsatisfactory on any performance evaluation factors on the rating majority of such rating factors. Good judgment must be exercised to insure that ents. uirements described on the reverse of form FD-185.
	 (1) Personal appearance. (2) Personality and effectiveness of his personal contacts. (3) Attitude (including dependability, cooperativeness, loyalty, enthusiasm, amenability and willingness to equitably share work load). (4) Physical fitness (including health, energy, stamina). (5) Resourcefulness and ingenuity. (6) Forcefulness and aggressiveness as required. (7) Judgment, including common sense, ability to arrive at proper conclusions, ability to define objectives. (8) Initiative and the taking of appropriate action on own responsibility. (9) Planning ability and its application to the work. (10) Accuracy and attention to pertinent detail. (11) Industry, including energetic, consistent application to duties. (12) Productivity, including amount of acceptable work produced and rate of progress on or completion of assignments. Also consider adherence to deadlines unless failure to meet is attributable to causes beyond employee's control. (13) Knowledge of duties, instructions, rules and regulations, including readiness of comprehension and "know how" of application. (14) Technical or mechanical skills. (15) Investigative ability and results: (a) Internal security cases (b) Criminal or general investigative cases 	(17) Firearms ability. (18) Development of informants and sources of information. (19) Reporting ability: ———————————————————————————————————
_L	(c) Fugitive cases (d) Applicant cases (e) Accounting cases	(25) Miscellaneous. Specify and rate: Dictation ability
<u>-</u> Т.	(16) Physical surveillance ability. Specify general nature of assignment during most of rating period (such as tor, etc.): Security	s security, criminal, applicant squad, or as Resident Agent, supervisor, instruc-
B.	· ·	sk man, research, instructor, speaker):
	(1) Is employee available for general assignment wherever needs of service (2) Is employee available for special assignment wherever needs of service	requireYES (If answer is not "yes," explain in narrative comments.)
D.	1. Has employee had an abnormal sick leave record during rating period: Note that the amount of sick leave earned during rative comments.)	2. Has employee used more sick leave (including annual leave or LWOP uring such period? NO (If answer to either question is "Yes," explain in
E.	Is employee qualified to operate m motor vehicle incidental to his official dut If answer is "yes," personnel file must reflect the following: (a) Has physically fit to drive. (c) Past safe driving record OK or has passed	s valid State or local operator's ficense for type vehicle he is to use. (b) is
	ADJECTIVE RATING: Satisfactory Outstanding, Excellent, Satisfactory, Unst	atisfactory EMPLOYEE'S INITIALS OF WO

NW 55076 DocId:32989533 Page 26

Atlanta, Georgia March 31, 1963

ALDEN F. MILLER Special Agent

PART I GENERAL COMMENTS

SA MILLER is tall, and has a well proportioned, robust build. His general demeanor is businesslike, and he always dresses in good taste. He has a very friendly personality, and conducts himself in an excellent fashion. He is capable of handling any complicated Bureau case, and is capable to participate in raids and dangerous assignments, both as a leader or as a participant. During this rating period, he has handled primarily security type matters, as well as many Civil Rights, Election Law, and Racial Matters, all in a very competent manner. His written work is well prepared, and requires less than an average amount of supervision. He is completely available, and has no known limitations on his physical condition. He is a very capable Agent, and consistently handles the more complicated investigative matters in the security field.

The Director commended SA MILLER through the Special Agent in Charge four times for his efforts in helping the Atlanta Office accomplish zero delinquency. He was also commended for the statistical accomplishments for fiscal year 1962, in that all four categories were exceeded by the Atlanta Division.

On August 1, 1962, the Director commended SA MILLER for the excellent manner in which he participated in the investigation conducted in connection with a racial matter of interest to the Bureau.

SA MILLER is a weekend supervisor, and has always discharged these responsibilities in a very satisfactory manner.

Employee's Initials

'HGR:mel

PART II - SPECIFIC COMMENTS

1. Justification for any Minus Ratings Given

NA

2. Experience and Ability as Inspector's Aide

NA

3. Participation in Informant Program

SA MILLER has six Potential Security Informants under development. It is felt he is making very good progress in this phase of the Bureau's work.

4. Testifying Experience and Ability

SA MILLER has not testified during this rating period. He handles primarily security type investigations, which do not lend themselves to testifying in Federal Court.



5. Disciplinary Action

On 2/27/62, SA MILLER was placed on probation as a result of his responsibility for failure to furnish another office complete information in a teletype sent to that office. He has not received any disciplinary action during this rating period. The Director removed him from a probationary status on 8/21/62. This was taken into consideration when arriving at adjective rating of Satisfactory.

6. Accounting Information

NA

7. Police Instruction

SA MILLER is a qualified general police instructor, and has participated in two police schools. The Special Agent in Charge has personally monitored his presentation, and stated he made a very good impression.

8. Sound Training

SA MILLER is competent and proficient to handle any sound matters and techniques that are necessary to perform with Bureau equipment assigned to this office. He has not been called upon to make any actual installation of Mic-Tel or Tesurs during this rating period. He discusses some technical equipment at firearms and all equipment at annual Agent technical conferences, and makes a very good presentation.

SA MILLER makes regular telephone and microphone surveys in Headquarters Office as well as Resident Agencies, and has excellent contacts with the Telephone Company.

Odu Initials

ğ	Res	sident Agents
	NA	
10.	For	reign Language Ability
	NA	
11.	Adr	ministrative Advancement
	. Foreign Language Ability	
		Yes () No (X)
	(b)	
		Yes () No ()
	(c)	for administrative advancement, including experience,
		Yes () No ()
٠	(d)	
		Very Good () Excellent () Outstanding ()

(e) If answer to (c) is "No," does he have potential for future administrative advancement?

Otw.

No ()

Yes ()

FINERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

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REPORT OF PERFORM T MORIG NFOR 'ATTON CONTAINED THE IS UNCLASSIFIED THE IS UNCLASSIFIED	ANCE RATING 14	ST. AND
MORIGINED NEOR 'ATTON CONTAINED IN IS UNCLASSIFIED E 10 18 00 BI SP2 ALM 1715 Name of Employee: ALDEN F. MILLER	3	
Name of Employee: ALDEN F. MILLER		1
Where Assigned: Atlanta (Division)	(Section, Uni	it)
Official Position Title: Special Agent GS-		
Rating Period: from April 1, 1960	to March 31	, 1961
ADJECTIVE RATING: Excellent Outstanding, Excellent, S	atisfactory, Unsatisfactory	Employee's Initials
Rated by: Knuy S. Rowelp.	Supervisor	3/31/61
HENRY G. ROWSE, JR. Reviewed by:	Title Special Agent in Charge	Date 7 3/31/61
Rating Approved by:	Assistant Directo	or APR 20 1961
Signature	Title	Date
TYPE OF REP	ORT	
(X) Official	() Administrative .	. 2/17

(X) Annual) 60 Day) 90-Day () Transfer () Separation from Service This document is prepared in response to your request and is not for dissemination outside your Committee. Its use is limited to official proceedings by your Committee and the content may not be disclosed to unauthorized personnel without the express approval of the FBI.

NW 55076 DocId: 32989533 Page 31 1 Nev. 4-14-00)

PERFORMANCE RATING GUIDE FOR EVESTIGATIVE PERSONN

(For use as attachment to Performance Rating Form No. FD-185)

Nam	ne of EmployeeALDEN F. MILLER	Title Special Agent, GS-13
	•	Rating Period: from 4/1/60 to 3/31/61
	RATING GUIDE AN	ID CHECK-LIST
Note	Only those items having pertinent bearing on employee's performance	should be rated. All employees in same salary grade should be compared.
4	Rate items as follows: Outstanding (exceeding excellent and deserving of special commendation))
	Excellent.	····
	Satisfactory (good or very good).	·
	Unsatisfactory. No opportunity to appraise performance during rating period.	
1. '	le for determining adjective rating: "Outstanding" adjective rating requires (A) that all rated elements be "十" and (reverse of Form FD-185.	(B) that each and every rated element be factually justified by narrative detail on
2. '	"Excellent," "Satisfactory" or "Unsatisfactory" adjective ratings will depend upor mechanical formulas; however, for an employee to be rated "Excellent" he must	not be rated unsatisfactory on any performance evaluation factors on the rating ajority of such rating factors. Good judgment must be exercised to insure that
E	(1) Personal appearance.	(17) Firearms ability.
E	(2) Personality and effectiveness of his personal contacts.	(18) Development of informants and sources of information.
+	(3) Attitude (including dependability, cooperativeness, loyalty,	(19) Reporting ability:
	enthusiasm, amenability and willingness to equitably share	(a) Investigative reports
E	, work load). — (4) Physical fitness (including health, energy, stamina).	(b) Summary reports
÷	(5) Resourcefulness and ingenuity.	(c). Memos, letters, wires
		. (Consider:conciseness;clarity;organization;thoroughness;accuracy;c. adequacy and perti-
E	(7) Judgment, including common sense, ability to arrive at proper	nency of leads; in administrative detail.)
	conclusions, ability to define objectives.	(20) Performance as a witness.
	 (8) Initiative and the taking of appropriate action on own responsibility. 	(21) Executive ability:
	(9) Planning ability and its application to the work.	(a) Leadership
F	(10) Accuracy and attention to pertinent detail.	(b) Ability to handle personnel
1-	(11) Industry, including energetic, consistent application to duties.	(c) Planning (d) Making decisions
Į=	(12) Productivity, including amount of acceptable work produced	(e) Assignment of work
	and rate of progress on or completion of assignments. Also	(f) Training subordinates
	consider adherence to deadlines unless failure to meet is	(g) Devising procedures (h) Emotional stability
~	attributable to causes beyond employee's control.	(i) Promoting high morale
	(13) Knowledge of duties, instructions, rules and regulations, including readiness of comprehension and "know how" of	(j) Getting results
	application.	(22) Ability on raids and dangerous assignments:
+	(14) Technical or mechanical skills.	(a) As leader
E	(15) Investigative ability and results:	(32) Oranistis distant
·	(a) Internal security cases	(23) Organizational interest, such as making of suggestions for improvement.
	(b) Criminal or general investigative cases	(24) Ability to work under pressure.
	(c) Fugitive cases	(25) Miscellaneous. Specify and rate:
	(d) Applicant cases	Dictation ability
+	(e) Accounting cases (16) Physical surveillance ability.	
-	•	The state of the s
A.	Specify general nature of assignment during most of rating period (such as tor, etc.):	security, criminal, applicant squad, or as Resident Agent, supervisor, instruc-
	Security	
B.	Specify employee's most noteworthy special talents (such as investigator, desk Investigator	man, research, instructor, speaker):
_	(1) T	Vegit annuar is not "see" suchis is a set in a
	(1) Is employee available for general assignment wherever needs of service re (2) Is employee available for special assignment wherever needs of service re	
	for illness) during rating period than the amount of sick leave earned dunarrative comments.)	2_2. Has employee used more sick leave (including annual leave or LWOP tring such period? NO_tIf answer to either question is "Yes," explain in
	physically fit to drive. (c) Past safe driving record OK or has passed Bu	treau road test.
	Excellent	min allows and as as a contraction of the contracti
	ADJECTIVE RATING: Excellent Outstanding, Excellent, Satisfactory, Unsat	EMPLOYEE'S INITIALS
	constituting, faction, outsideoly, Chan-	•

55076 DocId:32989533 Page 32

2

Atlanta, Georgia March 31, 1961

ALDEN F. MILLER Special Agent

PART I GENERAL COMMENTS

SA MILLER is a mature agent, has a large, sturdy build, dresses neatly, is well groomed and presents an excellent personal appearance. He has a friendly, businesslike personality.

SA MILLER continues to be assigned to Headquarters City with primary responsibility for the investigation of security-type cases involving the Communist Party, espionage, satellite nations and related matters.

He is very dependable, his written work is prepared in a careful and thorough manner and requires little or no supervision, and he has an excellent knowledge of the Bureau's rules and regulations. He has no limitations on his physical condition or availability that would affect his performance as an agent. He is certainly capable of handling invoked and complicated investigations, and can be used on dangerous assignments.

SA MILLER continues to be liaison agent with all local military intelligence agencies and is highly respected by them.

On January 5, 1961, SA MILLER, along with several other agents of the Atlanta Office, was commended by the Director for the excellent work done in the investigation and subsequent apprehension of Lawrence Robert Duncan, an Identification Order fugitive and a Conditional Release Violator.

<u>Asw</u> Initials

HGR:hs

PART II SPECIFIC COMMENTS

1. Justification for Any Minus Ratings Given

NA

2. Experience and Ability as Inspector's Aide

NA

3. Participation in Informant Programs

SA MILLER continues to coordinate the security informant program in the Atlanta Office. He is alert and has an excellent attitude, and is rated as very satisfactory.

4. Testifying Experience and Ability

Because of the nature of his assignments during this rating period, SA MILLER has not had the opportunity to testify. He has had considerable experience in testifying in the past.

5. Disciplinary Action

NA

6. Accounting Information

NA

7. Police Instruction

SA MILIER is a qualified general police instructor. He is assigned primarily to security and sound work and for that reason he has not been used as a police instructor during this rating period.

8. Sound Training

During this rating period SA MILLER has been called upon to make the regular telephone and microphone security surveys in Headquarters Office as well as

apm

the Resident Agencies. No other occasion has occurred for the utilization of the new transitorized preamplifier equipment other than practice use. SA MILLER's work with equipment is generally limited to practice and experimental use in the Atlanta Office due to the lack of demand for actual installation of Mic-Tel or TESURS.

SA MILLER feels sufficiently competent and proficient to handle any sound matters and techniques that are necessary to perform with the equipment assigned this office. He attended a refresher course in sound matters in November, 1959, and it is felt that he is sufficiently qualified to handle any sound problems in this division.

SA MILLER has sufficient telephone company contacts to handle most any request that may be made of them.

9. Resident Agents
NA

10. Foreign Language Ability
NA

11. Administrative Advancement

(a) Interested in: Yes ___. No X__.

W. S.	FEDERAL BUREAU NITED STATES DE		STIGATION OF JUSTICE	refs for	Mary	
	REPORT OF PE	RFORMANCE	RATING			•
A SE						
Name of Employee:	ALDEN F. M	MILLER				
	447.0240					
Where Assigned:	Atlanta (Division)		(Section	n, Unit)		
000 115 111 151	Sno	ecial Ager				
Official Position Tit	le and Grade:					
Dation David Land	April 1, 1964	1	March	31. 1	1965	
Rating Period: from _	·	to		,		ne
•						t wa
ADJECTIVE RATING:	Exceller Outstanding, Ex		actory, Unsatisf	actory	Employe Initial	e's s
						press
Rated by: Charles	o S Hurdin	7 Sur	pervisor			appy
CHARLES S. H	ARDING,	d Sn	Title ecial Ager	. +	Date	al
Reviewed by:	SK fond		Charge	10	3/31/6	"
JOSEPH K. PO	NDER Signature		1 11111		MAY 7	1965 ±
Rating Approved by:	Signature	A	ssistant Direct	LOI	Data	
	Signature		1 1116		Date	
						
	TYPE	OF REPOR	Т			
	X Official		Adm	inistrati	ve	
	Annual	•		60-Day 90-Day		
				Transfe		
			:	Separati Special	ion from Ser	rvice
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NW-55076 DocId: 32989533

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PERFORMANCE RATING GUIDE FOR INVESTIGATIVE PERSONN

(For use as attachment to Performance Rating Form No. FD-185)

Name of Employee ALDEN F. MILLER	Title Special Agent, GS-13
	Rating Period: from 4/1/64 to 3/31/65
RATING GUIDE A	
Note: Only those items having pertinent bearing on employee's performanc Rate items as follows:	te should be rated. All employees in same salary grade should be compared.
Outstanding (exceeding excellent and deserving of special commendation	on).
Excellent. Satisfactory (good or very good).	•
Unsatisfactory.	
O No opportunity to appraise performance during rating period.	
Guide for determining adjective rating:	
 "Outstanding" adjective rating requires (A) that all rated elements be "+" and reverse of Form FD-185. 	d (B) that each and every rated element be factually justified by narrative detail on
"Excellent," "Satisfactory" or "Unsatisfactory" adjective ratings will depend up mechanical formulas; however, for an employee to be rated "Excellent" he mu:	ist not be rated unsatisfactory on any performance evaluation factors on the rating majority of such rating factors. Good judgment must be exercised to insure that ents.
F	*
(1) Personal appearance.	(17) Firearms ability.
(2) Personality and effectiveness of his personal contacts.	(18) Development of informants and sources of information.
(3) Attitude (including dependability, cooperativeness, loyalty, enthusiasm, amenability and willingness to equitably share	(19), Reporting ability: (a) Investigative reports
work load).	(b) Summary reports
(4) Physical fitness (including health, energy, stamina).	(c) Memos, letters, wires
(5) Resourcefulness and ingenuity.	(Consider: / conciseness; / clarity; / organization;
(6) Forcefulness and aggressiveness as required.	Ithoroughness; Zaccuracy; Zadequacy and perti-
(7) Judgment, including common sense, ability to arrive at proper conclusions, ability to define objectives.	nency of leads;administrative detail.)
(8) Initiative and the taking of appropriate action on own	(20) Performance as a witness.
responsibility.	(21) Executive ability:
(9) Planning ability and its application to the work,	(a) Leadership (b) Ability to handle personnel
[2] (10) Accuracy and attention to pertinent detail.	(c) Planning
(11) Industry, including energetic, consistent application to duties.	(d) Making decisions (e) Assignment of work
[12] Productivity, including amount of acceptable work produced	(e) Assignment of work
and rate of progress on or completion of assignments. Also	(f) Training subordinates
consider adherence to deadlines unless failure to meet is attributable to causes beyond employee's control.	(g) Devising procedures (h) Emotional stability
(13) Knowledge of duties, instructions, rules and regulations, in-	(i) Promoting high morale
cluding readiness of comprehension and "know how" of	(j) Getting results
application.	(22), Ability on raids and dangerous assignments:
(14) Tochnical or mechanical skills.	(b) As participant
(15) Investigative ability and results:	E (23) Organizational interest, such as making of suggestions for
(a) Internal security cases	improvement.
(b) Criminal or general investigative cases (c) Fugitive cases	(24) Ability to work under pressure.
	(25) Miscellaneous. Specify and rate: Dictation ability
(e) Accounting cases	Dictation ability
(16) Physical surveillance ability.	
A. Specify general nature of assignment during most of rating period (such a tor, etc.):	as security, criminal, applicant squad, or as Resident Agent, supervisor, instruc-
Security	
Investigator	esk man, research, instructor, speaker):
(1) Is employee available for ganged assignment wherever reads of corning	require Yes
C. (1) Is employee available for general assignment wherever needs of service (2) Is employee available for special assignment wherever needs of service	require. Yes (If answer is not 'yes,' explain in narrative comments.)
for illness) during rating period than the amount of sick leave earned on narrative comments.)	No 2. Has employee used more sick leave (including annual leave or LWOF during such period? NO (If answer to either question is "Yes," explain in
E. Is employee qualified to operate a motor vehicle incidental to his official du If answer is "yes," personnel file must reflect the following: (a) Ha physically fit to drive. (c) Past safe driving record OK or has passed by	is valid State or local operator's needse for type vehicle he is to use. (b) is
EXCELLENT	(Detw)
ADJECTIVE RATING: Outstanding, Excellent, Satisfactory, Uns	EMPLOYEE'S INITIALS
· ·	

NW 55076 DocId:32989533 Page 37

MARRATIVE COMMENTS

1. PERSONAL APPEARANCE AND PERSONALITY:

SA ALDEN F. MILLER makes an excellent personal appearance. He dresses conservatively in good business taste. He has an excellent personality, and makes a very favorable impression.

- 2. ABILITY TO PARTICIPATE IN RAIDS AND DANGEROUS ASSIGNMENTS:

 SA MILLER has handled during the rating period numerous dangerous assignments in an outstanding manner. He can be utilized in this type assignment in the future.
- 3. LIMITATIONS ON AVAILABILITY; PHYSICAL LIMITATIONS AFFECTING
 PERFORMANCE; AND SICK LEAVE INFORMATION:

 SA MILLER is completely available for general and special assignment. There are no physical limitations affecting his performance.
- 4. TYPE OF CASES OR WORK HANDLED AND APPRAISAL OF OVER-ALL PERFORMANCE, INCLUDING ABILITY TO HANDLE COMPLICATED INVESTIGATIVE MATTERS AND SUPERVISION REQUIRED:

During the entire rating period SA MILLER has been assigned to the Security Squad of the Atlanta Division where he has handled the most involved Security, Racial, and Civil Rights matters. He has consistently demonstrated an excellent attitude towards his work and consistently used outstanding judgment and resourcefulness. His work requires the bare minimum of supervision.

SA MILLER has handled highly confidential investigations in connection with the Communist influence in racial matters, and his contribution to the achievements of the Atlanta Office in this respect have been outstanding. His investigative ability and results, and his reporting ability are outstanding in every respect.

SA MILLER is a qualified weekend supervisor, and periodically serves in this capacity on Saturdays.

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5. NUMBER OF INCENTIVE AWARDS AND COMMENDATIONS RECEIVED:

NA

6. <u>DISCIPLINARY ACTION AND JUSTIFICATION FOR ANY UNSATISFACTORY ITEMS:</u> (List items taken into consideration on rating guide and check list.)

NA

7. PARTICIPATION IN INFORMANT PROGRAMS:

SA MILLER has a Security Informant assigned to him which he has developed. He has also developed numerous vital Sources of Information in private industry who have been able to greatly (See 2A)

8. TESTIFYING EXPERIENCE AND ABILITY:

SA MILLER has not testified during the rating period, but has testified previously and was an excellent witness.

9. ACCOUNTING INFORMATION:

NA

10. POLICE INSTRUCTION:

SA MILLER is a general police instructor; however, because of his assignments in the Security field, and his confidential work it has only been possible to assign him to one police school during the rating period. Judging by previous performance his delivery is excellent, and favorable comments have been received concerning his performance. His one performance during the rating period was not audited.

11. RESIDENT AGENTS:

NA

asm

7. assist the Atlanta Division in accomplishing its desired results. His performance in this phase of the Bureau's program is excellent.

- 2A -

ww

12. EXPERIENCE AND ABILITY AS INSPECTOR'S AIDE:

NA

FO	REIGN LANGUAGE ABILITY:		
Con Flu prol	ent in language to extent Agent can handle blems as follows: (1) Conversation form Yes No (2) Written form Yes No (2) Written form Yes No		
Free	Language Read Write quency language ability used during rating per	riod:	
	·		
(b) (c)	Agent is completely available for administrative advancement. Agent is considered completely qualified at present for administrative advancement, including experience, ability, personality and appearance. If answer to (c) is "Yes," Agent's qualifications considered wery good excellent outstanding	☐ Yes ☐ Yes ☐ Yes ☐ Yes	™ No
	Lan Con Flu production Ever uns Free AD:	Language in which proficient Completed language school Yes No Fluent in language to extent Agent can handle problems as follows: (1) Conversation form Yes No Read No Read No	Language in which proficient No Stuent in language to extent Agent can handle typical in problems as follows: (1) Conversation form Yes No (2) Written form Yes No Evaluate language proficiency in each phase as excellent, very good, good, for unsatisfactory Language Read Write Speak Stuent

. NW 55076 DocId:32989533 Page 42

PERFORMANCE RATING GUIDE FOR INVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185)

ALDEN F. MILLER

Name of Employee .

GS-13

Roting Period: from: 4/1/65 to 3/31/66 GUIDE AND CHECK-LIST 's performance should be rated. All employees in same salary grade should be cial commendation). Period. Seriod. Serio
cial commendation). Ariod. Seriod. S
seriod. s be + and (B) that each and every rated element be factually justified by rithy of Special Commendation and be attached to FD-185a. things will depend upon the composite result of evaluating all rated elements an employee to be rated "Excellent" or "Outstanding" on the majority of sure that adjective rating is reasonable in the light of elements rated. y narrative comments. in writing stating (1) wherein the performance is unsatisfactory, (2) the facts ter the warning to help the employee bring his performance up to a satisfactory text. (16) Firearms ability. Development of informants and sources of information. (18) Repprting ability: (a) Investigative reports (b) Summary reports (c) Memos, letters, wires (Consider: toonciseness; tolarity; Torganization; Thoroughness; Torganization; Thoroughness; Considers and many and pertinency of leads; and ministrative detail.) (19) Performance as a witness. (20) Executive ability: (a) Leadership (b) Ability to handle personnel (c) Planning (d) Making decisions (e) Assignment of work (f) Training subordinates (g) Devising procedures (h) Emotional stability morale
s be + and (B) that each and every rated element be factually justified by rthy of Special Commendation and be attached to FD-185a. Itings will depend upon the composite result of evaluating all rated elements an employee to be rated "Excellent" he must not be rated unsatisfactory on theck-list and must be rated "Excellent" or "Outstanding" on the majority of sure that adjective rating is reasonable in the light of elements rated. It y narrative comments. In writing stating (1) wherein the performance is unsatisfactory, (2) the facts ter the warning to help the employee bring his performance up to a satisfactory teats. It (16) Firearms ability. It (17) Development of informants and sources of information. It (18) Reporting ability: (a) Investigative reports (b) Summary reports (c) Memos, letters, wires (Consider: conciseness; clarity; corganization; thoroughness; caccuracy; adequacy and pertinence of leads; administrative detail.) It (a) Leadership (b) Ability to handle personnel (c) Planning (d) Making decisions (e) Assignment of work (f) Training subordinates (g) Devising procedures (h) Emotional stability (ii) Promotion high morale
s be + and (B) that each and every rated element be factually justified by rthy of Special Commendation and be attached to FD-185a. Itings will depend upon the composite result of evaluating all rated elements an employee to be rated "Excellent" he must not be rated unsatisfactory on theck-list and must be rated "Excellent" or "Outstanding" on the majority of sure that adjective rating is reasonable in the light of elements rated. y narrative comments. In writing stating (1) wherein the performance is unsatisfactory, (2) the facts ter the warning to help the employee bring his performance up to a satisfactory teacts. [4] (16) Firearms ability. [5] (17) Development of informants and sources of information. [6] (18) Reporting ability: [7] (a) Investigative reports [8] (Consider: —conciseness; —clarity; —reganization; —thoroughness; —recursey; —adequacy and pertinent of leads; —administrative detail.) [8] (19) Performance as a witness. [9] (19) Performance as a witness. [10] (20) Executive ability: [11] (a) Leadership [12] (b) Ability to handle personnel [13] (c) Planning [14] (d) Making decisions [15] (e) Assignment of work [16] Training subordinates [17] Operating high morale
rthy of Special Commendation and be attached to FD-185a. tings will depend upon the composite result of evaluating all rated elements an employee to be rated "Excellent" he must not be rated unsatisfactory on the the composite result of evaluating all rated elements an employee to be rated "Excellent" or "Outstanding" on the majority of sure that adjective rating is reasonable in the light of elements rated. y narrative comments. in writing stating (1) wherein the performance is unsatisfactory, (2) the facts the the warning to help the employee bring his performance up to a satisfactory to a satisfactory (16) Firearms ability. (17) Development of informants and sources of information. (18) Reporting ability: (10) Memos, letters, wires (11) Consider:
information. Reporting ability: (18) Reporting ability: (a) Investigative reports (b) Summary reports (c) Memos, letters, wires (Consider: —tonciseness; —clarity; —organization; —thoroughness; — —accuracy; —adequacy and pertinent of leads; —administrative detail.) (19) Performance as a witness. (20) Executive ability: (a) Leadership (b) Ability to handle personnel (c) Planning (d) Making decisions (e) Assignment of work (f) Training subordinates (g) Devising procedures —(h) Emotional stability (ations.
information. (18) Reporting ability: (a) Investigative reports (b) Summary reports (c) Memos, letters, wires (Consider:
(a) Investigative reports (b) Summary reports (c) Memos, letters, wires (Consider: —conciseness; —clarity; —forganization; —thoroughness; — —faccuracy; —adequacy and pertinent of leads; —administrative detail.) Performance as a witness. (20) Executive ability: (a) Leadership (b) Ability to handle personnel (c) Planning (d) Making decisions (e) Assignment of work (f) Training subordinates (g) Devising procedures (h) Emotional stability (ations.
(b) Summary reports (c) Memos, letters, wires (Consider: —conciseness; —clarity; —forganization; —thoroughness; — —accuracy; —adequacy and pertinence of leads; —administrative detail.) (19) Performance as a witness. (20) Executive ability: —(a) Leadership —(b) Ability to handle personnel —(c) Planning —(d) Making decisions —(e) Assignment of work (f) Training subordinates espond —(g) Devising procedures —(h) Emotional stability —(ations.
(Consider: #Conciseness; #Clarity; Forganization; #Ithoroughness; # accuracy; #Zadequacy and pertinent of leads; #Zadministrative detail.) (19) Performance as a witness. (20) Executive ability: (a) Leadership (b) Ability to handle personnel (c) Planning (d) Making decisions (e) Assignment of work (f) Training subordinates (g) Devising procedures (g) Devising procedures (h) Emotional stability (ations.
rown (19) Performance as a witness. (20) Executive ability: (a) Leadership (b) Ability to handle personnel (c) Planning (d) Making decisions (e) Assignment of work (f) Training subordinates (g) Devising procedures (h) Emotional stability (a) Promoting high morale
of leads; = administrative detail.) (19) Performance as a witness. (20) Executive ability: (a) Leadership (b) Ability to handle personnel (c) Planning (d) Making decisions (e) Assignment of work (es (f) Training subordinates (g) Devising procedures (g) Devising procedures (h) Emotional stability (ations.
(19) Performance as a witness. (20) Executive ability: (a) Leadership (b) Ability to handle personnel (c) Planning (d) Making decisions (e) Assignment of work es (f) Training subordinates (g) Devising procedures (g) Devising procedures (h) Emotional stability (g) Promoting high morale
con to (b) Ability to handle personnel (c) Planning (d) Making decisions (e) Assignment of work (es (f) Training subordinates (g) Devising procedures (g) Devising procedures (h) Emotional stability (i) Promoting high morale
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c(c) Planning (d) Making decisions (e) Assignment of work (es (f) Training subordinates (yond (g) Devising procedures (h) Emotional stability (ations.
es (f) Training subordinates syond (g) Devising procedures (h) Emotional stability (ations. (i) Promoting high morale
es (f) Training subordinates Eyond (g) Devising procedures (h) Emotional stability (ations. (i) Promoting high morale
cyond(g) Devising procedures(h) Emotional stability
ations, (i) Promoting high morale
7
now" (j) Getting results
(21) Ability on raids and dangerous assignments:
s (22) Organizational interest, such as making of sug-
gestions for improvement. (23) Ability to work under pressure.
(24) Miscellaneous. Specify and rate:
Dictation ability
eriod (such as security, criminal, applicant squad, cr as Resident Agent,
s investigator, desk man, research, instructor, speaker):
needs of service require? Yes (If answer is not "yes," explain in narrative
needs of service require? Yes (If answer is not "yes," explain in narrative
No o
rating period? No 2. Has employee used more sick leave (including annual ount of sick leave earned during such period? No (If answer to either
to his official duties? [X] Yes [No : (a) Has valid State or local operator's license for type vehicle he is to use. OK or has passed Bureau road test.
•

NARRATIVE COMMENTS

1. PERSONAL APPEARANCE AND PERSONALITY:

SA ALDEN F. MILLER makes an excellent personal appearance. He dresses conservatively in good business taste. He is extremely personable and effective in his contacts.

- 2. ABILITY TO PARTICIPATE IN RAIDS AND DANGEROUS ASSIGNMENTS:
 - SA MILLER has handled numerous highly dangerous assignments during the rating period in an outstanding manner. He is especially adept at working under pressure.
- 3. LIMITATIONS ON AVAILABILITY; PHYSICAL LIMITATIONS AFFECTING PERFORMANCE; AND SICK LEAVE INFORMATION:

SA MILLER is completely available for general and special assignment. There are no physical limitations affecting his performance.

4. TYPE OF CASES OR WORK HANDLED AND APPRAISAL OF OVER-ALL PERFORMANCE, INCLUDING ABILITY TO HANDLE COMPLICATED INVESTIGATIVE MATTERS AND SUPERVISION REQUIRED:

During the entire rating period SA MILLER has been assigned to the #3 Squad of the Atlanta Division. He has handled the most involved Security, Racial, and Civil Rights Matters. He is qualified to handle the most complicated investigative matters, and requires a minimum of supervision. He consistently uses outstanding judgment, and his forcefulness and resourcefulness can be rated as outstanding. His attitude towards all assignments is excellent. SA MILLER is an outstanding investigator, and his reporting ability can be rated as outstanding. He has made a very significant contribution to the investigation of communist influence in racial matters through his technical knowledge and ability. SA MILLER is a qualified weekend supervisor, and periodically serves in this capacity on Saturdays.

SA MILLER has not made a contribution to the applicant program in the Atlanta Division.



5. NUMBER OF INCENTIVE AWARDS AND COMMENDATIONS RECEIVED:

NA

6. DISCIPLINARY ACTION AND JUSTIFICATION FOR ANY UNSATISFACTORY ITEMS: (List items taken into consideration on rating guide and check list.)

NA

7. PARTICIPATION IN INFORMANT PROGRAMS:

SA MILLER has developed numerous vital Sources of Information which have enabled the Atlanta Office to participate in highly confidential investigative techniques. He has handled this phase of the Bureau's program in an excellent manner.
8. TESTIFYING EXPERIENCE AND ABILITY:

. SA MILLER has not testified during the rating period.

9. ACCOUNTING INFORMATION:

NA

10. POLICE INSTRUCTION:

SA MILLER is a general police instructor and handles occasional police schools. Due to his confidential assignments in the security field, he is only used in police schools when absolutely necessary. His performance in technical conferences has been audited by the SAC and ASAC, and he is considered an excellent instructor.

11. RESIDENT AGENTS:

NA

12. EXPERIENCE AND ABILITY AS INSPECTOR'S AIDE:

NA

13.	F'U	REIGN LANGUAGE ABILITY:		
		NA NA		•
	Con	guage in which proficient	e typical i	nvestigative
	pro	olems as follows: (1) Conversation form Yes No (2) Written form Yes No		
		luate language proficiency in each phase as excellent, very go atisfactory	od, good, f	air or
	uire	Language Read Write	Speal	<u>Understand</u>
	Fre	quency language ability used during rating per	riod:	
	Fre	quency of use oflanguage ability anticipated	during ens	uing year:
14.	AD	MINISTRATIVE ADVANCEMENT:		
	(a)	Agent is interested in administrative advancement.	Yes	X No
	(b)	Agent is completely available for administrative advancement.	☐ Yes	□ No
	(c)	Agent is considered completely qualified at present for administrative advancement, including experience, ability, personality and appearance.	Yes	∏ No
	(d)	If answer to (c) is "Yes," Agent's qualifications are considere very good excellent outstanding	d	
		If answer to (c) is "No," is Agent considered to have potential for future administrative advancement? (If applicable,		
		explanatory comments required.)	☐ Yes	□ No
		•	•	
		·		

Atu Initials CON CONTRACTOR

FEDERAL BUREAU OF INVESTIGATION

UNITED STATES DEPARTMENT OF JUSTICE

REPORT OF PERFORMANCE RATING Walls Sound of Soun ALDEN F. MILLER Name of Employee: _ Atlanta Where Assigned:

Official Position Title and Grade: Special Agent

1967 . April 1, 1966 · March 31, Rating Period: from _

Excellent ADJECTIVE RATING: _ Outstanding, Excellent, Satisfactory, Unsatisfactory

(Division)

Employee's Initials

Rated by: HARDING CHARLES S.

Supervisor Title

Special Agent

Title

3/31/67 Date

Reviewed by: FRANK V

in Charge Title Assistant Director

3/31/67

Rating Approved by:

Signature

(Section, Unit)

Date

not for dissemi-proceedings by

TYPE OF REPORT

[X] Official Annual Administrative 60-Day

90-Day

Transfer

Separation from Service

Special

· 1937

PERFORMANCE RATING GUIDE FOR INVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185)

Jan 2 - 1	- Fernlauss	ALDEN F	. MILLER	Title _	Speci	ial Agent,	GS-13	,
10me 01	Employee		-		Period: from	1/7/66	_to 3/31/	/67
			RATING GUII	DE AND CHECK-L				
+ E - -	compared. RATE ITEMS AS FOI Outstanding (exceeding texcellent. Satisfactory (good or Unsatisfactory.	LLOWS: ng excellent ar very good).	earing on employee's pe	commendation),	be rated. Al	l employees in same	: salary grade sho	uld be
ouide for any such A. B.	or determining adjective restanding" adjective restrive details, including ellent," "Satisfactory or than following any reperformance evaluation rating factors. Good Any element rated "Un An official rating of "I	ve rating: ating requires (g reasons for c " or "Unsatisfi mechanical forn n factors on the judgment must isatisfactory" r Unsatisfactory arning, and (3)	A) that all elements be onsidering each worthy actory" adjective rating nulas; however, for an earting guide and check be exercised to insure nust be supported by na must be supported in we the efforts made after the	+ and (B) that e of Special Comme so will depend upon imployee to be raticalist and must be that adjective ratirative comments.	endation and lead the composed "Excellen rated "Excellen ing is reason wherein the part of	be attached to FD-1; ite result of evaluat tr. he must not be ra llent or "Outstandinable in the light of performance is unsate	85a. ling all rated elem lted unsatisfactory ng" on the majorit elements rated. tisfactory, (2) the	ents y on cy of facts
是 是女臣安臣 十十 十	(3) Attitude (includ loyalty, enthusi equitably share (4) Physical fitness (5) Resourcefulness (6) Forcefulness and (7) Judgment, incluproper conclusion (8) Initiative and the responsibility. (9) Planning ability (10) Accuracy and at (11) Industry, includ duties. (12) Productivity, in produced and rates assignments. A unless failure to employee's cond (13) Knowledge of dincluding readin of application. (14) Investigative at (14) Investigative at (15) Crim (16) Crim (17) Cripud (17)	effectiveness ing dependabiliasm, amenabiliwork load). Including heis and ingenuity in aggressivene ding common sons, ability to be taking of appropriate the effect of the end	ess as required. ense, ability to arrive a define objectives. ' ropriate action on own ation to the work. ment detail. consistent application t of acceptable work on or completion of dherence to deadlines utable to causes beyond ons, rules and regulatio mension and "know how" ts:	t de la constant de l	(17) Devel inform (18) Report (19) Perform (20) Exect (21) Ability (22) Organ gestic (23) Ability (24) Misce	organiza accuracy	e reports orts orts orts, wires —conciseness; —thorough r; —adequacy an administrative de s. adle personnel ions of work ordinates cedures ability gh morale ts gerous assignment at such as making of ssure. and rate:	ness; d pertinence stail.)
	eify general nature of ervisor, instructor, etc Securi	:.):	ing most of rating perio	d (such as securit	y, criminal,	applicant squad, or	as Resident Agen	t,
	Invest	igator	cial talents (such as in					
(2)	comments.) Is employee available comments.)	for special as	signment wherever need	ls of service requi	re? Yes	If answer is not "ye	es," explain in nar	rrative
leav	tas employee had an a e or LWOP for illness stion is "yes," explai	abnormal sick l during rating n in narrative o	eave record during rating period than the amount comments.)	ng period? NO tof sick leave ear	2. Has empl ned during s	loyee used more sic uch period? NO	k leave (including (If answer to eith	; annual er
If m	swer is "yes." nerson	onel file must r	vehicle incidental to he effect the following: (a safe driving record OK	 Has valid State 	or local ope	rator's license for t	ype vehicle he is	to use.
ADJ	ECTIVE RATING: _		ellent anding, Excellent, Satis	sfactory, Unsatisfa	ictory	EMPLOYEE'S IN	IITIALS	

NW 55076 DocId:32989533 Page 48

NARRATIVE COMMENTS

1. PERSONAL APPEARANCE AND PERSONALITY:

SA MILLER makes an excellent personal appearance, dressing conservatively in good business taste. He is personable and effective in his contacts.

2. ABILITY TO PARTICIPATE IN RAIDS AND DANGEROUS ASSIGNMENTS:

SA MILLER has handled highly dangerous assignments during the rating period as a leader and participant in an outstanding manner.

3. LIMITATIONS ON AVAILABILITY; PHYSICAL LIMITATIONS AFFECTING PERFORMANCE; AND SICK LEAVE INFORMATION:

SA MILLER is completely available for general or special assignment. There are no physical limitations affecting his performance.

4. TYPE OF CASES OR WORK HANDLED AND APPRAISAL OF OVER-ALL PERFORMANCE, INCLUDING ABILITY TO HANDLE COMPLICATED INVESTIGATIVE MATTERS AND SUPERVISION REQUIRED:

During the entire rating period, SA MILLER has been assigned to the #3 Squad of the Atlanta Division. He has handled the most involved security, racial and civil rights matters, and has been responsible for the development of numerous highly placed sources in institutions of learning and Government agencies which sources have made significant contributions to Atlanta's overall investigative responsibilities. He has also handled involved SGE investigations.

SA MILLER is an outstanding investigator, and his reporting ability is outstanding in every respect. He has demonstrated an outstanding attitude towards his assignments, and has consistently used outstanding judgment. He requires a minimum of supervision. He has made a very significant contribution to the investigation of the communist influence in racial matters through his technical knowledge and ability. He is a qualified weekend supervisor and periodically serves in this capacity on Saturdays.

SA MILLER is aware of the Bureau's needs with respect to applicant recruiting; however, his efforts have not resulted in the appointment of any Bureau applicants.

Lifu Initials

5. NUMBER OF INCENTIVE AWARDS AND COMMENDATIONS RECEIVED:

SA MILLER received a personal letter of commendation from the Director on 5/25/66, for his exemplary services in connection with an operation of much interest to the Bureau in the security field. SA MILLER shared the commendation of the (See 2-A)

6. DISCIPLINARY ACTION AND JUSTIFICATION FOR ANY UNSATISFACTORY ITEMS:
(List items taken into consideration on rating guide and check list.)

NA

7. PARTICIPATION IN INFORMANT PROGRAMS:

SA MILLER has been instrumental in developing numerous highly placed sources in Government and institutions of learning, which have been of significant service to the Bureau. He has also developed sources which have enabled the Atlanta (See 2-A)

8. TESTIFYING EXPERIENCE AND ABILITY:

SA MILLER testified before a United States Commissioner during the rating period in a very satisfactory manner.

9. ACCOUNTING INFORMATION:

NA

10. POLICE INSTRUCTION:

SA MILLER is a general police instructor; however, due to his confidential assignments he has not been used on police schools during the rating period.

11. RESIDENT AGENTS:

NA

Initials

Continuation

Item 5.

Atlanta Office for its splendid statistical accomplishments during Fiscal Year 1966.

Item 7.

Office to participate in highly confidential investigative techniques, these sources having been of inestimable value to the Bureau.

- 2-A -

and

12. EXPERIENCE AND ABILITY AS INSPECTOR'S AIDE:

NA

13.	FO	REIGN LANGUAGE ABILITY:		
		NA		
	Con Flu prol	aguage in which proficient		
		<u>Language</u> <u>Read</u> <u>Write</u>	Spea	k <u>Understand</u>
14.	Fre	quency language ability used during rating per quency of use of language ability anticipated of		suing year:
	(a)	Agent is interested in administrative advancement.	☐ Yes	ĭNo
	(b)	Agent is completely available for administrative advancement.	Yes	□ No
		Agent is considered completely qualified at present for administrative advancement, including experience, ability, personality and appearance. If answer to (c) is "Yes," Agent's qualifications are considered wery good excellent outstanding	☐ Yes	⊡ No
	(e)	If answer to (c) is "No," is Agent considered to have potential for future administrative advancement? (If applicable, explanatory comments required.)	☐ Yes	□ No

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FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

REPORT OF PERFORMANCE RATING

E RATING MANAGEMENT OF THE PARTY OF THE PART

Separation from Service

Special

This document is prepared in response to your-request and is not for disservination outside your Committee. Its use is limited to official proceedings by your Committee and the content may not be disclosed to unauthorized person-

nel without the express approval of

Name of Employee:	ALDEN F. MILL	ER	
Where Assigned:Official Position T	Atlanta (Division) Special	(Section, Unit) Agent, GS-13	
Rating Period: from	April 1, 1967	toto	1998
ADJECTIVE RATING:	Excellent Outstanding, Excellen	t, Satisfactory, Unsatisfactory	Employee'sInitials
Rated by: CHARLES S Reviewed by: FRANK V Rating Approved by:	MARDSINIATURE TVante V / Lin Signature Signature	Supervisor Title Special Agent in Charge Title Assistant Director	3/31/38 Date 3/31/68 Date APK 5 1968 Date
	TYPE OF	REPORT	シーに シマ

JAPATOS

PERFORMANCE RATING GUIDE FOR INVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185) $\,\cdot\,\,$

Name o	of EmployeeALDEN F. MILLER
	RATING GUIDE AND CHECK-LIST
Note:	Only those items having pertinent bearing on employee's performance should be rated. All employees in same salary grade should be compared.
+ E	RATE ITEMS AS FOLLOWS: Outstanding (exceeding excellent and deserving of special commendation). Excellent.
=	. Satisfactory (good or very good). . Unsatisfactory.
Guida	. No opportunity to appraise performance during rating period.
1. "Ou nam 2. "Ex rath any suc A.	for determining adjective rating: atstanding" adjective rating requires (A) that all elements be + and (B) that each and every rated element be factually justified by rative details, including reasons for considering each worthy of Special Commendation and be attached to FD-185a. cellent," "Satisfactory" or "Unsatisfactory" adjective ratings will depend upon the composite result of evaluating all rated elements her than following any mechanical formulas; however, for an employee to be rated "Excellent" he must not be rated unsatisfactory on performance evaluation factors on the rating guide and check-list and must be rated "Excellent" or "Outstanding" on the majority of h rating factors. Good judgment must be exercised to insure that adjective rating is reasonable in the light of elements rated. Any element rated "Unsatisfactory" must be supported by narrative comments. An official rating of "Unsatisfactory" must be supported in writing stating (1) wherein the performance is unsatisfactory, (2) the facts of the 90-day) prior warning, and (3) the efforts made after the warning to help the employee bring his performance up to a satisfactory level and must be attached to FD-185a.
E	(1) Personal appearance. (2) Personality and effectiveness of his personal contacts. (3) Attitude (including dependability, cooperativeness, loyalty, enthusiasm, amenability and willingness to (16) Firearms ability. (17) Development of informants and sources of information. (18) Reporting ability:
三十七三	equitably share work load). (4) Physical fitness (including health, energy, stamina). (5) Resourcefulness and aggressiveness as required. (6) Forcefulness and aggressiveness as required. (7) Judgment, including common sense, ability to arrive at proper conclusions, ability to define objectives. (a) Investigative reports (b) Summary reports (c) Memos, letters, wires (Consider: ± conciseness; ± clarity; ± accuracy; ± adequacy and pertinence
土	responsibility. (19) Performance as a witness. (20) Executive ability: (10) Accuracy and attention to pertinent detail.
+	(11) Industry, including energetic, consistent application to duties. (12) Productivity, including amount of acceptable work produced and rate of progress on or completion of assignments. Also consider adherence to deadlines (b) Ability to handle personnel (c) Planning (d) Making decisions (e) Assignment of work (f) Training subordinates
E	unless failure to meet is attributable to causes beyond employee's control. (13) Knowledge of duties, instructions, rules and regulations, including readiness of comprehension and "know how" (g) Devising procedures (h) Emotional stability (i) Promoting high morale (ii) Getting results
	of application. (14) Investigative ability and results: (15) Internal security cases (16) Criminal or general investigative cases (17) Ability on raids and dangerous assignments: (18) Ability on raids and dangerous assignments: (29) Ability on raids and dangerous assignments: (21) Ability on raids and dangerous assignments: (21) Ability on raids and dangerous assignments: (21) Ability on raids and dangerous assignments: (22) Organizational interest, such as making of sug-
+	(24) Miscellaneous. Specify and rate: Physical surveillance ability. Dictation ability E Bureau applicant program
	ecify general nature of assignment during most of rating period (such as security, criminal, applicant squad, or as Resident Agent, pervisor, instructor, etc.):
	Security
	icity employee's most noteworthy special talents (such as investigator, desk man, research, instructor, speaker): Investigator
c. (1)	Is employee available for general assignment wherever needs of service require? Yes (If answer is not "yes," explain in narrative
	Is employee available for special assignment wherever needs of service require? (If answer is not "yes," explain in narrative comments.)
que	Has employee had an abnormal sick leave record during rating period? 100 2. Has employee used more_sick leave (including annual ve or LWOP for illness) during rating period than the amount of sick leave earned during such period? 100 (If answer to either estion is "yes," explain in narrative comments.)
E. Is 6 If 8 (b)	employee qualified to operate a motor vehicle incidental to his official duties? \(\) Yes \(\) No make a motor vehicle incidental to his official duties? \(\) Yes \(\) No make a motor vehicle he is to use. Is physically fit to drive. (c) Past safe driving record OK or has passed Bureau road test.
. ~	JECTIVE RATING: Excellent EMPLOYEE'S INITIALS Outstanding, Excellent, Satisfactory, Unsatisfactory
ΑÜ	Outstanding, Excellent, Satisfactory, Unsatisfactory

NW 55076 DocId:32989533 Page 54

1. PERSONAL APPEARANCE AND PERSONALITY:

SA MILLER makes an excellent personal appearance, dressing in good business taste. He is effective in his contacts and is extremely personable.

- 2. ABILITY TO PARTICIPATE IN RAIDS AND DANGEROUS ASSIGNMENTS:

 SA MILLER has participated in highly dangerous assignments during the period in an outstanding manner.
- 3. LIMITATIONS ON AVAILABILITY; PHYSICAL LIMITATIONS AFFECTING

 PERFORMANCE; AND SICK LEAVE INFORMATION:

 SA MILLER is completely available for general or special assignment, and there are no known physical limitations affecting his performance.
- 4. TYPE OF CASES OR WORK HANDLED AND APPRAISAL OF OVER-ALL PERFORMANCE, INCLUDING ABILITY TO HANDLE COMPLICATED INVESTIGATIVE MATTERS AND SUPERVISION REQUIRED:

During the entire rating period SA MILLER has been assigned to the #3 Squad of the Atlanta Division and has handled involved investigative matters in the racial, security, and civil rights fields. He can handle involved investigative matters with a minimum of supervision and has handled numerous complicated SGE and applicant investigations with a security connotation.

SA MILLER is an outstanding investigator and his written communications are outstanding in every respect. He has consistently demonstrated an outstanding attitude toward his assignments, and his penetrative and thorough investigations involving security subjects and individuals with intelligence training have been of immeasurable value to the Bureau. SA MILLER is a qualified weekend supervisor and periodically serves in this capacity on Saturdays.

SA MILLER has recruited an applicant for the Bureau and his contribution is considered excellent in this vital Bureau program.

[7/m]

- 5. NUMBER OF INCENTIVE AWARDS AND COMMENDATIONS RECEIVED:
 SA MILLER shared the commendation of the Atlanta Office for its splendid statistical accomplishments achieved during fiscal year 1967. He also shared the commendation of the Atlanta Office for his participation in the clerical applicant
- 6. DISCIPLINARY ACTION AND JUSTIFICATION FOR ANY UNSATISFACTORY ITEMS:
 (List items taken into consideration on rating guide and check list.)

By letter dated January 5, 1968, SA MILLER was censured for violating specific instructions restricting the investigation which could be conducted without Bureau approval. He was downgraded from outstanding to excellent in number 7 and number 13 on the rating guide sheet.

7. PARTICIPATION IN INFORMANT PROGRAMS:
SA MILLER has 2 informants in ghetto areas under development and also has a source whom he has developed sufficiently in the security field to be furnishing current and valuable information. SA MILLER has also developed excellent sources in private industry who have been of immeasurable service to the Bureau in security investigations.

8. TESTIFYING EXPERIENCE AND ABILITY:

SA MILLER testified before a U. S. Commissioner during the rating period in an excellent manner.

9. ACCOUNTING INFORMATION:

NA

10. POLICE INSTRUCTION:

SA MILLER is a general police instructor; however, his confidential assignments have precluded his use during the rating period.

11. RESIDENT AGENTS:

NA

Initials

U

12.	EXPERIENCE AND ABILITY AS INSPECTOR'S AID	<u>E:</u>			
	NA .	·			
	MA .				
13.	FOREIGN LANGUAGE ABILITY:				
	NA				
	Language in which proficient				
	Completed language school Yes No	•			
	Fluent inlanguage to extent Agent can handle typical investigative problems as follows: (1) Conversation form Yes No				
	(2) Written form Yes No Evaluate language proficiency in each phase as excellent, very good, good, fair or unsatisfactory				
	Language Rea	d Write <u>Speak</u> Understand			
		<u> </u>			
		•			
		-			
	Frequency language ability used dur	ring rating period:			
		•			
	Frequency of use of language ability	y anticipated during ensuing year:			
14.	ADMINISTRATIVE ADVANCEMENT:	•			
,	(a) Agent is interested in administrative advancement	t. Yes X No			
	(b) Agent is completely available for administrative a	advancement. Tyes No			
	(c) Agent is considered completely qualified at prese	•			
	administrative advancement, including experience				
	personality and appearance.	Yes No			
	(d) If answer to (c) is "Yes," Agent's qualifications a	are considered			
	very good excellent outstanding				
	(e) If answer to (c) is "No," is Agent considered to he				
•	for future administrative advancement? (If applica explanatory comments required.)	Yes No			
	capeanant comments required.				

Prince Initials

Item 5 continued

By letter dated September 6, 1967, SA MILLER was personally commended by the Director for the fine job he did in preparation of a lengthy prosecutive summary report relative to a sedition matter.

R

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NW 55076 DocId:32989533 Page 5

PERFORMANCE RATING GUIDE FOR INVESTIGATIVE PERSONNEL

	(For use as attachment to Performance	ce Rating Form No. FD-185)
Name	of EmployeeALDEN F. MILLER	•
-	RATING GUIDE AND O	
+ E - -	Only those items having pertinent bearing on employee's performance compared. RATE ITEMS AS FOLLOWS: Outstanding (exceeding excellent and deserving of special commenda Excellent. Satisfactory (good or very good). Unsatisfactory. No opportunity to appraise performance during rating period.	
na: na: 2. "E rat an; su A.	for determining adjective rating: lutstanding" adjective rating requires (A) that all elements be + and (I) trative details, including reasons for considering each worthy of Special excellent," "Satisfactory" or "Unsatisfactory" adjective ratings will dep ther than following any mechanical formulas; however, for an employee the than following any mechanical formulas; however, for an employee the rating factors. Good judgment must be exercised to insure that adject that adject the trating factors. Good judgment must be supported by narrative con An official rating of "Unsatisfactory" must be supported in writing state of the (90-day) prior warning, and (3) the efforts made after the warning level and must be attached to FD-185a.	al Commendation and be attached to FD-185a. pend upon the composite result of evaluating all rated elements to be rated "Excellent" he must not be rated unsatisfactory on a law to be rated "Excellent" or "Outstanding" on the majority of ective rating is reasonable in the light of elements rated. comments. ating (1) wherein the performance is unsatisfactory. (2) the facts
EET E++++++ E++	(1) Personal appearance. (2) Personality and effectiveness of his personal contacts. (3) Attitude (including dependability, cooperativeness, loyalty, enthusiasm, amenability and willingness to equitably share work load). (4) Physical fitness (including health, energy, stamina). (5) Resourcefulness and ingenuity. (6) Forcefulness and aggressiveness as required. (7) Judgment, including common sense, ability to arrive at proper conclusions, ability to define objectives. (8) Initiative and the taking of appropriate action on own responsibility. (9) Planning ability and its application to the work. (10) Accuracy and attention to pertinent detail. (11) Industry, including energetic, consistent application to duties. (12) Productivity, including amount of acceptable work produced and rate of progress on or completion of assignments. Also consider adherence to deadlines unless failure to meet is attributable to causes beyond employee's control. (13) Knowledge of duties, instructions, rules and regulations, including readiness of comprehension and "know how" of application. (14) Investigative ability and results: (b) Criminal or general investigative cases (c) Fugitive cases (d) Applicant cases (e) Accounting cases (15) Physical surveillance ability.	(16) Firearms ability. (17) Development of informants and sources of information. (18) Reporting ability: (18) Reporting ability: (19) Summary reports (19) Performance as a witness. (20) Executive ability: (19) Performance as a witness. (20) Executive ability: (20) Executive ability: (21) Ability to handle personnel (22) Planning (23) Assignment of work (21) Ability on raids and dangerous assignments: (21) Ability on raids and dangerous assignments: (22) Ability to work under pressure. (23) Ability to work under pressure. (24) Miscellaneous. Specify and rate: (26) Bureau applicant progra
A. Sn	ecify general nature of assignment during most of rating period (such as	s security criminal applicant squad or as Resident Agent
	pervisor, instructor, etc.):	
	Security	
3. Sp	ecify employee's most noteworthy special talents (such as investigator, Investigator	, desk man, research, instructor, speaker):
	Is employee available for general assignment wherever needs of servicomments.) Is employee available for special assignment wherever needs of servicomments.)	
qu	Has employee had an abnormal sick leave record during rating period? ave or LWOP for illness) during rating period than the amount of sick leastion is "yes," explain in narrative comments.)	•
Is If (b)	employee qualified to operate a motor vehicle incidental to his official answer is "yes," personnel file must reflect the following: (a) Has val) Is physically fit to drive. (c) Past safe driving record OK or has pas	duties? Yes No lid State or local operator's license for type vehicle he is to use. seed Bureau roud test.
	EXCELLENT	ENDLOYEE'S INITIALS ALX

•

Outstanding, Excellent, Satisfactory, Unsatisfactory

NW 55076 DocId:32989533 Page 60

1. PERSONAL APPEARANCE AND PERSONALITY:

SA MILLER presents an excellent personal appearance, dressing conservatively and in good business taste. He is extremely personable and effective in his contacts.

- 2. ABILITY TO PARTICIPATE IN RAIDS AND DANGEROUS ASSIGNMENTS:

 SA MILLER has participated in highly dangerous assignments during the rating period in an outstanding manner.
- 3. LIMITATIONS ON AVAILABILITY; PHYSICAL LIMITATIONS AFFECTING

 PERFORMANCE; AND SICK LEAVE INFORMATION:

 SA MILLER is completely available for general or special assignment, and there are no known physical limitations affecting his performance.
- 4. TYPE OF CASES OR WORK HANDLED AND APPRAISAL OF OVER-ALL PERFORMANCE, INCLUDING ABILITY TO HANDLE COMPLICATED INVESTIGATIVE MATTERS AND SUPERVISION REQUIRED:

During the entire rating period SA MILLER has been assigned to the #3 Squad in the Atlanta Division, handling most involved security, racial, and civil rights matters. He has also handled very involved SGE investigations, and in connection with fulfilling his responsibility regarding these delicate matters has developed numerous highly placed sources in institutions of learning and other Government agencies which have made significant contributions to these investigations. SA MILLER is qualified to handle the most complicated investigative matters. requiring a minimum of supervision. He has demonstrated an outstanding attitude towards his assignments consistently using outstanding judgment, resourcefulness, and sufficient forcefulness when warranted. SA MILLER's technical knowledge and ability is used periodically to insure the existence of adequate security in connection with Bureau communication facilities. SA MILLER is a qualified weekend supervisor and periodically serves in this capacity on Saturday.

SA MILLER has not recruited an applicant during the rating period; however, he is aware of the Bureau's needs with respect to applicant recruiting and has displayed sincere efforts in regard to this responsibility even though he has not been successful in securing an applicant who received an appointment.

Initials

3

5. NUMBER OF INCENTIVE AWARDS AND COMMENDATIONS RECEIVED:

N/A

6. DISCIPLINARY ACTION AND JUSTIFICATION FOR ANY UNSATISFACTORY ITEMS:
(List items taken into consideration on rating guide and check list.)

SA MILLER was censured by letter from the Bureau dated \$\(\begin{align*} \begin{align*} 29/68, for a delinquency found during the recent Atlanta Office inspection, for failing to disseminate a copy of a report to another Government agency which procedure was required by Bureau regulations. Item #10 on the rating guide and check-list was affected by this disciplinary action.

7. PARTICIPATION IN INFORMANT PROGRAMS:

SA MILLER has developed sources among students and faculty members in educational institutions which have been of considerable significance in revealing information regarding activities of the New Left movement on college campuses. (continued 8. TESTIFYING EXPERIENCE AND ABILITY:

on page 2a)

SA MILLER has not testified during the rating period.

9. ACCOUNTING INFORMATION:

N/A

10. POLICE INSTRUCTION:

SA MILLER is a general police instructor; however, due to his confidential assignments in the security field, he has not been used on police schools during the rating period.

11. RESIDENT AGENTS:

N/A

Initials

(Number 7 continued)

The highly placed sources in Government as well as institutions of learning have been of significant service in furnishing information which would have been difficult to obtain otherwise.

12. EXPERIENCE AND ABILITY AS INSPECTOR'S AIDE

N/A

13.	FOREIGN LANGUAGE ABILITY:
	Language in which proficient Completed language school Yes No Fluent in language to extent Agent can handle typical investigative problems as follows: (1) Conversation form Yes No (2) Written form Yes No Evaluate language proficiency in each phase as excellent, very good, good, fair or
	unsatisfactory Language Read Write Speak Understand
	•
,	
	Frequency language ability used during rating period:
	Frequency of use of language ability anticipated during ensuing year:
14.	ADMINISTRATIVE ADVANCEMENT:
	(a) Agent is interested in administrative advancement.
	(b) Agent is completely available for administrative advancement. Yes 7 No
-	(c) Agent is considered completely qualified at present for administrative advancement, including experience, ability, personality and appearance.
	(d) If answer to (c) is "Yes," Agent's qualifications are considered very good excellent outstanding
	(e) If answer to (c) is "No," is Agent considered to have potential for future administrative advancement? (If applicable, explanatory comments required.) Yes No

Initials

FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

ALL INFORMATION CONTAINED HEREIN IS UNCLASSIFIED DATE 10/18/00 BY SP-J ALM/JETO	ANCE RATING WWW.	Advantage 1110
Name of Employee: ALDEN F, MILLER		
Where Assigned: Atlanta (Division)	(Section, Uni	:)
Official Position Title: Special Agent GS	-13 ,	•
Rating Period: from April 1, 1963	toMarch 31,	
ADJECTIVE RATING: Excellent Outstanding, Excellent, S	• Satisfactory, Unsatisfactory	Employee's Initials
11 80	Composeriano	0./01./04
Rated by: Signature	Supervisor	3/31/64 Date
HENRI G. ROWSE J. E. Ma. M.	Title Special Agent ⁄in Charge	3/31/64
JAMES E. McMAHON Signature	Title	Date
Rating Approved by: Signature	Assistant Direct Title	Date APR 23 964
	u we	

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NW 55076 DocId:32989533 Page 65

PERFORMANCE RATING GUIDE FOR NVESTIGATIVE PERSON EL

(For use as attachment to Performance Rating Form No. FD-185)

Nan	Name of Employee ALDEN F. MILLER Title Sp.	ecial Agent, GS-13
	Rating Period	od: from $\frac{4/1/63}{100}$ to $\frac{3/31/64}{100}$
	RATING GUIDE AND CHECK-LIST	
Note	Note: Only those items having pertinent bearing on employee's performance should be rated. All employees in	same salary grade should be compared.
_:	Rate items as follows:	•
	Excellent.	
	Satisfactory (good or very good). Unsatisfactory.	-
	No opportunity to appraise performance during rating period.	
1.	Guide for determining adjective rating: 1. "Outstanding" adjective rating requires (A) that all rated elements be "+" and (B) that each and every rated element	be factually justified by narrative detail on
2.	reverse of Form FD-185. 2. "Excellent," "Satisfactory" or "Unsatisfactory" adjective ratings will depend upon the composite result of evaluating a mechanical formulas; however, for an employee to be rated "Excellent" he must not be rated unsatisfactory on any p guide and check-list and must be rated "Excellent" or "Outstanding" on the majority of such rating factors. Good j adjective rating is reasonable in the light of elements rated. A. Any element rated "Unsatisfactory" must be supported by narrative comments. B. An "official" adjective rating of "Unsatisfactory" must comply with the requirements described on the reverse of	erformance evaluation factors on the rating udgment must be exercised to insure that
E	E	
	(1) Personal appearance. (17) Firearms ability.	
		ormants and sources of information.
	(3) Attitude (including dependability, cooperativeness, loyalty, enthusiasm, amenability and willingness to equitably share (19) Reporting ability: (a) Investigative	reports
F	t (b) Summary re	
7	(4) Physical timess (including health, energy, stamina). (5) Possuración de la companya de la c	ers, wires
7	Consider Land	onciseness; ± clarity; ± organization;
E	(7) Judgment, including common sense, ability to arrive at proper	ess; ± accuracy; ± adequacy and perti- ± administrative detail.)
	conclusions, ability to define objectives.	vitness.
_7	(8) Initiative and the taking of appropriate action on own responsibility. (21) Executive ability:	
+	(a) Leadership	,
	(b) Ability to he (10) Accuracy and attention to pertinent detail.	andle personnel
	(11) Industry, including energetic, consistent application to duties.	
	(12) Productivity, including amount of acceptable work produced (e) Assignment	
	and rate of progress on or completion of assignments. Also consider adherence to deadlines unless failure to meet is (g) Devising pro	ocedures
1	L attributable to causes beyond employee's control (h) Emotional si	tability
	(13) Knowledge of duties, instructions, rules and regulations, in-	igh morale lts
	cluding readiness of comprehension and "know how" of	d dangerous assignments:
1	application. (14) Technical or mechanical skills. (5) Institution of the control of the contro	
	(14) Technical of mechanical skins. (15) Investigative ability and results:	nt
	t (a) Internal security cases	erest, such as making of suggestions for
	(24) Ability to work un	der pressure.
	(25) Miscellaneous. Spe	cify and rate:
	E (d) Applicant cases C (e) Accounting cases Dictation ab	ility
+	(16) Physical surveillance ability.	
A.	A. Specify general nature of assignment during most of rating period (such as security, criminal, applicant squad, tor, etc.):	or as Resident Agent, supervisor, instruc-
	Security	
_		
В.	B. Specify employee's most noteworthy special talents (such as investigator, desk man, research, instructor, speaker):	i
C.	C. (1) Is employee available for general assignment wherever needs of service require? Yes! If answer is not "yes," (2) Is employee available for special assignment wherever needs of service require? Yes! answer is not "yes,"	" explain in narrative comments.) ' explain in narrative comments.)
	D. 1. Has employee had an abnormal sick leave record during rating period? No_2. Has employee used more sic for illness) during rating period than the amount of sick leave earned during such period? No_(If answ narrative comments.)	k leave (including annual leave or LWOP er to either question is "Yes," explain in
E.	E. Is employee qualified to operate a motor vehicle incidental to his official duties? X Yes No If answer is "yes," personnel file must reflect the following: (a) Has valid State or local operator's licer physically fit to drive. (c) Past safe driving record OK or has passed Bureau road test.	ise for type vehicle he is to use. (b) Is
	ADJECTIVE RATING: EXCELLENT EMPLOYEE'S I Outstanding, Excellent, Satisfactory, Unsatisfactory	NITIALS <u>agm</u>

NW 55076 DocId:32989533

Atlanta, Georgia March 31, 1964

ALDEN F. MILLER Special Agent, GS-13

PART I GENERAL COMMENTS

SA MILLER is tall, and has a well proportioned, robust build. He has a very friendly personality, always dresses neatly, and is well liked by his fellow employees.

SA MILLER continues to be assigned to Headquarters City handling primarily security type cases, involved racial matters, as well as some sensitive Civil Rights and Election Law investigations in rural Georgia counties. He is forceful, aggressive, enthusiastic, and displays a high degree of initiative. His written work is well prepared, and requires little supervision. He is a very capable Agent, and has a mature type judgment that is necessary for the handling of controversial and sensitive type investigations. He can handle any complicated Bureau investigation, and is capable of participating in raids and dangerous assignments. He has no known limitations on his physical condition, and is completely available.

SA MILLER is a weekend supervisor, and always discharges his responsibilities in a very satisfactory manner.

agm

Employee's Initials

PART II - SPECIFIC COMMENTS

1. Justification for Any Minus Ratings Given

NA

2. Experience and Ability as Inspector's Aide

NA

3. Participation in Informant Program

During this rating period, SA MILLER has developed four Potential Security Informants, and three Potential Racial Informants. He is making satisfactory progress in this phase of the Bureau's work.

4. Testifying Experience and Ability

Due to the nature of his assignments, SA MILLER has not testified during this rating period. He has testified considerably in the past in all Federal tribunals, and has made an excellent witness.

Agm Initials

Disciplinary Action

NA

Accounting Information

NA

Police Instruction

SA MILLER is a qualified general police instructor, and during. this rating period has participated in three police schools.. He works primarily security type investigations.

The SAC or the ASAC did not have the opportunity to audit SA. MILLER's presentation during this rating period due to the limited number of police schools he participated in. SA MILLER makes an excellent personal appearance, has a very friendly personality, and gets along well with police officers.

Sound Training

SA MILLER is competent and proficient to handle any sound matters and techniques that are necessary to perform with Bureau equipment assigned to this office. During this rating period he has been called upon to make two actual installations of TESURS. He also discusses technical equipment at firearms, and all equipment at the annual Agent technical conferences. He makes an excellent presentation.

SA MILLER makes the regular telephone and microphone surveys in headquarters office, as well as Resident Agencies, and has excellent liaison with the Southern Bell Telephone Company.

nitials

Resid	ent Agents
NA	
Forei	gn Language Ability
NA Admi	nistrative Advancement
(a)	Is Agent interested in administrative advancement?
	Yes () No (X)
(b)	Is Agent completely available for administrative advancement?
	Yes () No ()
(c)	Is Agent considered completely qualified at present for administrative advancement, including experience, ability, personality and appearance?
	Yes () No ()
(d)	If answer to (c) is "Yes," would you consider his qualifications
	Very Good () Excellent () Outstanding ()
(e)	If answer to (c) is "No," does he have potential for future administrative advancement?
	Yes () No ()

nitials

FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

• • •	.FD-183 (Rev. 3-16-63)			John of
	Arrow by Arrow Marine Marine Marine Ball Co. Saland	FEDERAL BUREAU O UNITED STATES DEPAR	F INVESTIGATION	
.0		REPORT OF PERFO	RMANCE RATING ,	
A DE ST	09/			•
STATE OF STATE OF	315		,	
A HER WELL		ALDEN F. MIL	t PD	
,	Name of Employee:	ALDEN F. BLU		
		ATLANTA	•	
	Where Assigned:	(Division)	(Section, U	nit)
	Official Desiries	mula and Chada. Specia	al Agent, GS-13	
	Official Position	n Title and Grade: Specia		
	Poting Doriods for	om April 1, 1968	to March 31,	1969
	Rating Period: fr	om April 1, 1908	w	
	ADJECTIVE RATIN	G: SATISFACTORY Outstanding, Excelle	ent, Satisfactory, Unsatisfactor	Employee's Initials
, , , , , , , , , , , , , , , , , , ,				
		00		
·	Rated by:	harle J. Layn	Supervisor Title	3/31/69 Date
	CH	ARLES T. HAYNES	Special Agent	
	Reviewed by:	Trank V. 155	in Charge Title	3/31/69 Date
	FR	ANK V. HITT		
	Rating Approved by	Malletine	Asalstant Director Title	APR 17 1969
. •		Signature Signature	Titte	Date
		TYPE OF	REPORT	
•		X Official	. Adminis	trative
		X Annual	60-	Day .
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This document is prepared in response to your request and is not for dissemination outside your Committee. Its use is limited to official proceedings by your Committee and the content may not be disclosed to unauthorized personnel without the express approval of the FBI.

Name of Employee .

PERFORMANCE RATING GUIDE FOR INVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185)

ALDEN F. MILLER

NW 55076 DocId:32989533 Page 72

	RATING GUIDE AND	CHECK-LIST					
Note:							
+ E V	compared. RATE ITEMS AS FOLLOWS: Outstanding (exceeding excellent and deserving of special commend Excellent. Satisfactory (good or very good). Unsatisfactory.						
0	The state of the s						
nai 2. "E rat an; suc A.	for determining adjective rating: Dutstanding" adjective rating requires (A) that all elements be + and rrative details, including reasons for considering each worthy of Speci Excellent," "Satisfactory" or "Unsatisfactory" adjective ratings will de ther than following any mechanical formulas; however, for an employee y performance evaluation factors on the rating guide and check-list and ch rating factors. Good judgment must be exercised to insure that adje Any element rated "Unsatisfactory" must be supported by narrative c An official rating of "Unsatisfactory" must be supported in writing st of the (90-day) prior warning, and (3) the efforts made after the warni level and must be attached to FD-185a.	al Commendation and be attached to FD-185a. spend upon the composite result of evaluating all rated elements to be rated "Excellent" he must not be rated unsatisfactory on a must be rated "Excellent" or "Outstanding" on the majority of ective rating is reasonable in the light of elements rated. comments. cating (1) wherein the performance is unsatisfactory, (2) the facts					
FEY	 (1) Personal appearance. (2) Personality and effectiveness of his personal contacts. (3) Attitude (including dependability, cooperativeness, loyalty, enthusiasm, amenability and willingness to equitably share work load). 	(16) Firearms ability. (17) Development of informants and sources of information. (18) Reporting ability: (a) Investigative reports					
1 +	 (4) Physical fitness (including health, energy, stamina). (5) Resourcefulness and ingenuity. (6) Forcefulness and aggressiveness as required. (7) Judgment, including common sense, ability to arrive at proper conclusions, ability to define objectives. (8) Initiative and the taking of appropriate action on own responsibility. 	(a) Investigative reports (b) Summary reports (c) Memos, letters, wires (Consider: \(\percap_{\text{conciseness}}\); \(\percap_{\text{clarity}}\); \(\text{Torganization}; \(\percap_{\text{thoroughness}}\); \(\percap_{\text{couracy}}; \(\percap_{\text{adequacy}}\) and pertinence of leads; \(\percap_{\text{administrative}}\) detail.)					
李士	responsibility. (9) Planning ability and its application to the work. (10) Accuracy and attention to pertinent detail. (11) Industry, including energetic, consistent application to duties. (12) Productivity, including amount of acceptable work	(19) Performance as a witness. Executive ability: (20) Executive ability: (a) Leadership (b) Ability to handle personnel (c) Planning (d) Making decisions					
ν +	produced and rate of progress on or completion of assignments. Also consider adherence to deadlines unless failure to meet is attributable to causes beyond employee's control. (13) Knowledge of duties, instructions, rules and regulations, including readiness of comprehension and "know how" of application. (14) Investigative ability and results: (a) Internal security cases (b) Criminal or general investigative cases	(e) Assignment of work E (f) Training subordinates E (g) Devising procedures E (h) Emotional stability E (i) Promoting high morale E (j) Getting results Ability on raids and dangerous assignments: (a) As leader (b) As participant (22) Organizational interest, such as making of sug-					
+	(c) Fugitive cases (d) Applicant cases (e) Accounting cases (15) Physical surveillance ability.	gestions for improvement. (23) Ability to work under pressure. (24) Miscellaneous. Specify and rate: Dictation ability Applicant Recruiting					
. Sp	. ecify general nature of assignment during most of rating period (such a						
	pervisor, instructor, etc.):						
_	Security						
. Sp	ecify employee's most noteworthy special talents (such as investigate Investigator	r, desk man, research, instructor, speaker):					
	(1) Is employee available for general assignment wherever needs of service require? Yes (If answer is not "yes," explain in narrative comments.) (2) Is employee available for special assignment wherever needs of service require? Yes (If answer is not "yes," explain in narrative						
let qu	1. Has employee had an abnormal sick leave record during rating period?						
. Is If (b)	s employee qualified to operate a motor vehicle incidental to his official duties? XX Yes \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \						
	SATISFACTORY	Insuffiction EMPLOYEE'S INITIALS Atm					
AD	Outstanding, Excellent, Satisfactory,	Unsatisfactory EMPLOTEE STRITTALS					

NARRATIVE COMMENTS

1. PERSONAL APPEARANCE AND PERSONALITY:

SA Miller presents an excellent appearance, dressing in good business taste, and possessing a pleasant personality which is effective in his personal contacts.

2. ABILITY TO PARTICIPATE IN RAIDS AND DANGEROUS ASSIGNMENTS:

SA Miller has not actually participated in any raids during the rating period; however, he is fully qualified to participate in raids and dangerous assignments.

3. <u>LIMITATIONS ON AVAILABILITY; PHYSICAL LIMITATIONS AFFECTING PERFORMANCE; AND SICK LEAVE INFORMATION:</u>

SA Miller is completely available for any assignment, and there are no known physical limitations affecting his performance.

4. TYPE OF CASES OR WORK HANDLED AND APPRAISAL OF OVER-ALL PERFORMANCE, INCLUDING ABILITY TO HANDLE COMPLICATED INVESTIGATIVE MATTERS AND SUPERVISION REQUIRED:

During the entire rating period SA Miller has been assigned to the #3 Squad in the Atlanta Division handling in most cases very involved investigative matters in the security, racial, and civil rights field, as well as very delicate SGE anvestigations. He is qualified to handle the most complicated investigative matters, requiring an absolute minimum of supervision, and has demonstrated an outstanding attitude towards these assignments using outstanding ingenuity and initiative with sufficient forcefulness to produce outstanding investigative results. SA Miller has been successful in developing informants who have furnished valuable information, particularly regarding New Left activities. SA Miller's technical knowledge and ability is utilized periodically to insure the existence of adequate security in connection with Eureau communication facilities.

SA Miller was given specific applicant recruiting assignments but was not successful in obtaining any applicants; however, he is aware of the importance of this program.

SA Miller is a weekend and holiday supervisor and periodically serves in that capacity in an excellent manner.

Initials

5. NUMBER OF INCENTIVE AWARDS AND COMMENDATIONS RECEIVED:

During the rating period, the Director commended the personnel of the Atlanta Division on 4/18/68, for handling the heavy volume of work engendered by the death and funeral of Dr. Martin Luther King, Jr.; on 6/13/68, for participation in the (continued on page

6. DISCIPLINARY ACTION AND JUSTIFICATION FOR ANY UNSATISFACTORY ITEMS:

(List items taken into consideration on rating guide and check list.)

Bureau letter dated 8/22/68, placed SA Miller on probation for failure to meet Bureau physical standards. Bureau letter dated 12/12/68, removed SA Miller from probation. Items 3 and 7 on the performance rating guide were affected by this. By letter dated 8/29/68, SA Miller was censured for a delinquency found in a security matter case in which he failed to disseminate a copy of a report to another Government agency. Item 10 on the rating guide was affected by this. Agent's overall adjective rating was reduced because of this disciplinary action.

7. PARTICIPATION IN INFORMANT PROGRAMS:

At the beginning of the rating period SA Miller had 1 probationary racial informant, 1 security informant, 1 potential security informant, and 1 probationary racial informant-ghetto. During the rating period he developed 1 security informant, (cont'd on page 2a)

8. TESTIFYING EXPERIENCE AND ABILITY:

SA Miller has not testified in Federal court during the rating period; however, he has previously testified in an excellent manner.

9. ACCOUNTING INFORMATION:

· NA

10. POLICE INSTRUCTION:

SA Miller is a general police instructor; however, due to his confidential assignments in the security field, he has not been used on police schools during the rating period.

11. RESIDENT AGENTS:

NA

Afm Initials

(Item 5 continued)

investigation to locate James Earl Ray after the death of Dr. Martin Luther King, Jr.; and on 12/26/68, for performance in the investigation of Gary Steven Krist and Ruth Eisemann-Schier, subjects of a kidnaping case. SA Miller shared in these commendations.

(Item 7 continued)

l potential security informant, 4 probationary racial informants-ghetto, and 1 racial liaison source. He is currently assigned 1 security informant, 1 potential security informant, 1 probationary racial informant-ghetto, and 2 racial liaison sources, the others having been re-assigned or closed. SA Miller has been particularly effective in developing sources among students and faculty members and obtaining considerable information regarding New Left activities on college campuses. His participation in this area is considered excellent.

-2a-

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12. EXPERIENCE AND ABILITY AS INSPECTOR'S AIDE:

NA

13.	FOREIGN LANGUAGE ABILITY:							
	Language in which proficient Completed language school Yes No Fluent in language to extent Agent can handle typical investigative problems as follows: (1) Conversation form Yes No (2) Written form Yes No Evaluate language proficiency in each phase as excellent, very good, good, fair or							
	unsatisfactory Language Read Write	Spea	k Understand					
14.	Frequency language ability used during rating pe Frequency of use of language ability anticipated ADMINISTRATIVE ADVANCEMENT:		uing year:					
	(a) Agent is interested in administrative advancement.	Yes	XX No					
	(b) Agent is completely available for administrative advancement.	Yes	☐ No					
	(c) Agent is considered completely qualified at present for administrative advancement, including experience, ability, personality and appearance.	☐ Yes	□ No					
	(d) If answer to (c) is "Yes," Agent's qualifications are considere very good excellent outstanding	d						
	(e) If answer to (c) is "No," is Agent considered to have potential for future administrative advancement? (If applicable, explanatory comments required.)	☐ Yes	□ No					

Initials .